**From:** SMCM Writing & Speaking Center <[apheatwole@smcm.edu](mailto:apheatwole@smcm.edu)>  
**Date:** December 6, 2018 at 5:10:38 PM EST  
**To:** [acjamieson@smcm.edu](mailto:acjamieson@smcm.edu)  
**Subject:** **SMCM Writing & Speaking Center Report**  
**Reply-To:** SMCM Writing & Speaking Center <[apheatwole@smcm.edu](mailto:apheatwole@smcm.edu)>

**SMCM Writing & Speaking Center Report**

**Client:** Noah Walsh  
**Staff or Resource:** Ruby  
**Date:**December 6, 2018, 4:00pm - 4:30pm

**Assignment:** Research Paper; Outline; Speech or Presentation;

**If Other, fill in assignment here:**

**What was the nature of this appointment?:** written expression

**Did this appointment pertain to an SMP or senior seminar?:** no

**The student was:** on time or nearly on time

**The student requested assistance with the following step of the process:** Organizing/Structuring; Developing a Conclusion; Clarity or Coherence; Formatting or Style Guides; Meeting a Page Requirement;

**If Other, fill in process step here:**

**The student and I approached these concerns by:** Reading a draft or key sections of a draft; Looking over an outline or notes;

**If Other, fill in approach here:**

**To address the student's concerns, we discussed the following tips, strategies, guidelines, conventions, and/or ideas (list them):** - The students' concerns were creating a cohesive paper rather than individual chunks of information. We focused on how to organize the paper. (I suggested using Powerpoint as a way to formulate their structure.)  
-We also discussed focusing on relating the information to the previous section, as well as cutting out large pieces of information that do not build on the thesis. We discussed narrowing down the introduction and using some of the points discussed as topic sentences, and referring briefly to what the paper would discuss later on.   
-I also suggested going through the paper together and discussing how the information that each of them researched related to the other.

**I suggested the following resources (list them):**

**I suggested the student ask the professor about:**

**Additional Notes:** Project Partners who attended:  
  
Rick Djeuhon, Noah Walsh, Ben Valois, Derek Windhall, Jacob Hamilton.