

## Making an Online Tutoring Appointment at the Albright Writing Center

The Albright writing tutors are available to work with you online in our appointment system that allows for type-chat with a whiteboard, or audio-video or telephone options if you and the tutor both have the needed technology. These instructions will show you more about our online chat tutoring.

1. **Make your account at [alb.mywconline.com](http://alb.mywconline.com).** If you already have an account and need help with a password reset, contact us at [writingcenter@albright.edu](mailto:writingcenter@albright.edu). This is what the log-in screen looks like. If it is your first time using the center, click on the blue “Register for an account” link:

**Albright College Writing Center**

First visit? Register for an account.  
Returning? Log in below.

Email Address

Password

**AVAILABLE SCHEDULES**

- Interim 2020
- Fall 2019

Check box to stay logged in:

**LOG IN**

Having trouble logging in?  
Reset your password.

Receiving unwanted text messages?  
Remove your mobile number.

**Interim 2020**

During interim, we will be open Sunday through Thursday from 3:00-6:00pm starting January 2. Please log in to make an appointment for an in-person or online chat session. For information on e-mail based feedback for students in online courses, please visit the Writing Center website.

\*\*\*\*\*Note: we have been relocated to Campus Center Classroom 1 (room near Jake's Place) during the closure of the library/administration building

Please log in to verify the schedule for the week and to make an appointment.

Please join our Instagram, Facebook or Twitter:

Instagram: <https://www.instagram.com/AlbrightcollegeWC>  
Facebook: <https://www.facebook.com/AlbrightWC>  
Twitter: <https://twitter.com/AlbrightWC>

Phone to reach Writing Tutors: (610) 921-7540  
E-mail- [writingcenter@albright.edu](mailto:writingcenter@albright.edu)

2. **Log in to make an appointment.** Click on an open white box.

WELCOME, RACHEL

January 14 - January 20, 2020 Interim 2020

← PREVIOUS WEEK | CURRENT WEEK | NEXT WEEK →

HELP?

Jan. 14: Tuesday	1:00pm	2:00pm	3:00pm	4:00pm	5:00pm	6:00pm
Box reading/writing: #						
Jake W. reading/writing: #						
Single tutoring: #						

WAITING LIST: JANUARY 14, 2020

Jan. 15: Wednesday	1:00pm	2:00pm	3:00pm	4:00pm	5:00pm	6:00pm
Karla reading/writing: #						
Box reading/writing: #						
Jake W. reading/writing: #						
Single tutoring: #						

WAITING LIST: JANUARY 15, 2020

3. While the college is all online, 'online chat' will be the default for the type of appointment. Depending on how busy we are, we may allow 30- and 60-minute appointments or may have 60 minutes as the default time. (Your appointment can take less than an hour, but an hour gets reserved). After you save your appointment, it should show up as an orange-yellow box in the appointment system.

## Create New Appointment

**Client**

Liberatore, Rachel (rliberatore@alb.edu)

To select a different client, begin typing a name or email above and then select from the resulting list.

**Appointment Date**

Wednesday, January 15, 2020: 3:00pm to 4:00pm [Show REPEAT Options](#)

**Staff or Resource**

Kaela (reading, writing) (Interim 2020)

**APPOINTMENT LIMITS:** Appointments must be between 30 minutes and 1 hour in length.  
 Kaela is a Game Design major who is minoring in English. Other areas of expertise: creative writing, literary analysis, and organizational skills.

**Meet Online?**

- No. Meet ~~face-to-face~~ at the center.
- Yes. Schedule **Online Chat** appointment.  
 If you choose an online chat appointment, log back in to this website approximately five minutes before the start of your appointment. Then, open this appointment and click "Start or Join Online Consultation."

Jan. 15: Wednesday	1:00pm	2:00pm	3:00pm	4:00pm	5:00pm	6:00pm
Jake W. (reading, writing)						
Bex (reading, writing)						
Kaela (reading, writing)						
Ginger (writing)						

WAIT



6. If you are having technical problems during the session, please let us know what happened at [writingcenter@albright.edu](mailto:writingcenter@albright.edu) and we will work with you to solve the problem and reschedule an appointment if needed.

After your session, you can click back on the appointment to re-read the transcript of the chat and to access the content of the whiteboard at any time.

### Questions?

E-mail [writingcenter@albright.edu](mailto:writingcenter@albright.edu) (we check this at least several times a day).

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If chatting in real-time is not your preference, we also have the option for you to email an essay and receive e-mailed/margin comments. Please use the form at this website to email an essay for feedback:

<https://www.albright.edu/about-albright/offices-departments/writing-center/essay-feedback-form/>