TOURO COLLEGE
DIVISION OF GRADUATE STUDIES

THE WRITING CENTER

DEDICATED TO EMPOWERING YOU TO BECOME A MORE CONFIDENT AND CAPABLE WRITER
WRITING SERVICES INCLUDE:

ESSAY WRITING • TEST PREP (INCLUDING ALST) • RÉSUMÉS • COVER LETTERS

VISIT THE WRITING CENTER ON MYTOURO PORTAL

ALL OF US AT THE WRITING CENTER ARE HERE TO HELP YOU SUCCEED!
WHAT IS THE WRITING CENTER AND HOW CAN IT HELP ME?

The Writing Center helps to enhance the writing skills of students in the Division of Graduate Studies, with a focus on the Graduate School of Education and the Graduate School of Business. These skills will be applied to coursework and certification tests as well as to career development.

Staff with extensive experience in the fields of education and business communications will provide small group and individual instruction. The Writing Center offers services that include: constructing clear and concise essays, improving reading comprehension; and assistance with form, function, style, organization, grammar and syntax. We provide these services in a collegial and cordial environment in which students learn to help themselves. The instructors who will be leading the seminars and providing tutorials have decades of experience in the fields of education and business communications.

Ongoing seminars will be offered covering a wide range of topics including:

- organizing your thoughts
- creating an outline
- building an essay paragraph by paragraph
- grammar review
- reading comprehension
- reducing test anxiety
- time management
- preparing a résumé
- writing a cover letter

Student writing samples will be reviewed by The Writing Center staff in the seminars and during tutoring sessions to identify specific areas of need and to assess skills improvement. Tutoring sessions will be scheduled as needed for 30 minutes each.
Beginning May 2014, all Graduate School of Education students seeking New York State teacher certification will be required to pass the new Academic Literacy Skills Test (ALST). The ALST replaces the Liberal Arts and Sciences Test (LAST) and is a more rigorous test of essay writing skills and reading comprehension.

The Writing Center has developed a series of essays that reflect the content of the ALST. These essays will be used in The Writing Center seminars and EDU 514 (Writing Workshop).

The essays will give you practice in preparing for the ALST. The Writing Center staff will assess your progress and guide you in strengthening your writing skills and reading comprehension.
HOW WILL THE WRITING CENTER HELP ME PREPARE FOR THE ACADEMIC LITERACY SKILLS TEST (ALST)?
WHAT ADDITIONAL HELP CAN I EXPECT FROM THE WRITING CENTER?

The Writing Center and the Touro Library have partnered to help you enhance your writing skills. We encourage you to visit the library’s comprehensive website at www.tourolib.org

When you participate in The Writing Center seminars and tutorials, we will provide you with practice materials designed to boost your writing confidence, including an APA study guide for help in conducting research and citing references.
WHERE IS THE WRITING CENTER AND WHEN IS IT OPEN?

The Writing Center is located at the Touro College Main Campus, 43 West 23rd Street, Manhattan. Our administrative offices are on the third floor, rooms 323-326.

We are open Monday through Friday throughout the semester:

Monday - Thursday: 9:00 A.M. - 5:00 P.M.
Friday: 9:00 A.M. - 1:00 P.M.

TO SCHEDULE AN APPOINTMENT CALL:

Michael Aiello
Administrative Assistant
212-463-0400, Exts. 5273/5562
Email: michael.aiello@touro.edu

PLEASE NOTE: Those students referred to The Writing Center by faculty will be contacted by email regarding placement in a small group seminar or to arrange tutoring.
THE WRITING CENTER

43 West 23rd Street, New York, NY 10010
Tel. 212-463-0400

Robert F. Laub, M.A.
Director
Room 324 • Ext. 5791
robert.laub@touro.edu

Nicholas A. Aiello, Ph.D.
Associate Director
Room 323 • Ext. 5786
nicholas.aiello@touro.edu

Mel Elberger, Ph.D.
Associate Director
Room 326 • Ext. 5299
mel.elberger@touro.edu

Michael J. Aiello, B.S.
Administrative Assistant
Room 324A • Exts. 5273/5562
michael.aiello@touro.edu

> Fax material to The Writing Center at 212-462-4889.

Visit us at www.tourolib.org

Sara Tabaei, MLIS, M.A., Director
Library Literacy Services
Midtown Library, Fifth Floor
Ext. 5233
sara.tabaei@touro.edu

Chelsea DeGlopper, MLS
Instructional Design Librarian
Touro College Libraries
Ext. 5397
chelsea.deglopper@touro.edu

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