1) Getting to know you: What name do you go by? Would you share if or how you pronoun? Have you been to the Writing Center before?

2) Getting to know your piece: What are the major themes or ideas in this piece of writing? What are the requirements or parameters you are writing to?

3) At which stage in the writing process are you? Highlight, bold, or underline where you’re at, or you can use your own words/description here:

* **Brainstorming.** “I’m thinking of ideas. I may have an outline or a mind map, or I may not have written anything yet.”
* **Drafting.** “I’m writing my ideas in a structured form, but they may still be in development.”
* **Revision.** “My ideas are more developed, but I am still changing how I organize and communicate them.”
* **Editing.** “My ideas are concrete, but I am refining how I word them on a paragraph to sentence level.”
* **Proofreading.** “My paper is complete. Now I am correcting any punctuation, spelling, and grammatical errors.”

4) What are your strengths during this stage? What’s going well?

5) Are you having trouble with anything during this stage?

6) What are your goals for this session?

After session reflections/notes: