

Sample Schedule

Here is a sample schedule of how you could work with a WA:

Friday (1 week before final essay deadline):

- First draft due date, class hands in assignment either physically to you upon which you pass hard copies to your WA, or electronically to the both of you.
- If you tell your students that you will be reading their first drafts, they will take the revision process much more seriously.

Saturday/Sunday (6 days before final essay deadline):

- WA reads and annotates essays.
- The process is concurrent, and WAs could potentially start conferencing with students as essays are read by them, as early as Sunday night.

Monday/Tuesday (4 days before final essay deadline):

- Conferences take place between WAs and students.
- One way for WAs to efficiently schedule these conferences is by coming into class on the Friday first draft deadline and having students fill out a sign-up sheet for conference appointments.

Wednesday (2 days before final essay deadline):

- WAs complete process of annotating, returning essays, and conferencing with students
- Students have two days (Wednesday and Thursday) to incorporate comments and feedback into their final drafts.

Friday:

- Students submit final drafts of essays, attaching the WA's comments, to you.