

# Academic Writing and Communications Appointments

## What should I expect in an academic writing or communications appointment?

An experienced Teaching Fellow (an HGSE doctoral student) works with you one-on-one to:

Writing Center	Communications Lab
<ul style="list-style-type: none"><li>• brainstorm and outline an assignment</li><li>• define a research question</li><li>• develop a thesis statement or argument</li><li>• organize the content of your paper</li><li>• review and revise drafts</li><li>• recommend citation and referencing resources</li></ul>	<ul style="list-style-type: none"><li>• practice and receive feedback on an academic presentation, class/client presentation, entrepreneur pitch or doctoral defense</li><li>• create an “elevator-pitch”</li><li>• organize a conference poster</li><li>• develop &amp; storyboard a .pptx presentation</li><li>• assist with your capstone and doctoral defenses</li></ul>

## Who could benefit from writing and communications appointments?

We believe that anyone can benefit from sharing and discussing their work with a skilled coach. Our services are geared toward graduate students at the Harvard Graduate School of Education. Some common reasons to make an appointment include:

- I feel stuck and am experiencing some writer’s block
- I am not confident in my writing or presentation skills
- I feel overwhelmed or confused about a specific assignment and don’t know where to start
- I want to make sure I am on the right track with what I’m already working on
- I’d like to practice a specific skill such as designing presentations, editing, or paraphrasing
- I am a confident writer/presenter who values input from other experienced writers

## Academic writing and communications at HGSE

For more information about Academic Writing and Communications appointments and other services offered by Gutman Library, review our [FAQs](#), visit our website at [gse.harvard.edu/library](http://gse.harvard.edu/library), or email Ning Zou, Associate Director for Student Academic Services and Learning Design at [ning\\_zou@gse.harvard.edu](mailto:ning_zou@gse.harvard.edu).

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