How to Make an Account on WCONLINE

Step 1

Go to <u>https://www.uhcl.edu/writing-center/</u>. Scroll down and click the "Register" button.



In this section

Improve Your Writing Acumen

The Writing Center at University of Houston-Clear Lake assists students, faculty, staff and alumni with both academic and personal writing projects.

Through online, face-to-face and workshop-based consultations, the Writing Center staff works with clients regardless of skill level and at any stage of the writing process. As a site for local and disciplinary research, the center supports dynamic, progressive and inclusive consulting principles. Our work is further grounded in best practices from the field of rhetoric and composition for university-level writing centers and programs.

Preparing for Your Visit

To receive the writing assistance you need, you must first register with the Writing Center and then request an appointment. You will not be able to make an appointment with one of our writing consultants without registering with us.



Step 2 Complete the sign-up form and click the "Complete Registration" button.

Regi	ster for a New Account
Fill out the form below in order to create a be able to log in to the system immediate	a new account on this system. Once you've successfully registered, you'll ly. Questions marked with a * are required.
@uhcl.edu	
First Name *	Last Name *
Student ID *	
Phone Number *	
Which school is your major in? *	
please select	
Is English your native language? *	

How to Make an Appointment on WCONLINE

Step 1

Go to <u>https://uhcl.mywconline.com/</u>. Log in with your email and password.

ACCESS TEXT-ONLY & MOBILE

University of Houston Z Clear Lake **WRITING CENTER**

UH-Clear Lake Writing Center

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

Email Address

Password

AVAILABLE SCHEDULES

- 2020, Spring -- Clear Lake Campus/Online
- 2020, Spring -- Pearland Campus

Check box to stay logged in: 🗐 🔞

LOG IN

Having trouble logging in? Reset your password. SPRING 2020 APPOINTMENTS: The Writing Center will offer writing consultations at the locations and during the days and times below from January 21 to May 15, 2020:

Clear Lake Campus

Mondays-Thursdays: 9 a.m. to 7 p.m.

Fridays: 10 a.m. to 5 p.m.

Pearland Campus

Mondays: 10 a.m. to 2 p.m. and 3 p.m. to 7 p.m.

TO MAKE AN APPOINTMENT: Click on the white appointment box closest to the hour (for example, 12:00, NOT 12:15 or 12:30). When the appointment window opens, fill out the form with information about your writing task, and click "Create Appointment." WCOnline will **only** save your appointment if it has a start time on the hour (:00) and an end time of 45 minutes past the hour (:45).

Questions or problems? Call us at 281.283.2910 for help!

Welcome to WCOnline 5.0! To get started, register for an account by clicking the link to the left.

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Step 2 Click on the first box of your desired time slot.

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Angie FACE-TO-FACE & ONLINE										
Brandon FACE-TO-FACE & ONLINE										
Emma FACE-TO-FACE & ONLINE										
Jae FACE-TO-FACE & ONLINE										

Step 3 Fill out the Appointment form and click the "Create Appointment" button.



Step 4 Your desired time slot should now be colored in. You will receive an email notification after making an appointment.

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Step 5 Log out once you are finished.

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How to Cancel an Appointment on WCONLINE

Step 1

Log into your account. Click on the colored block indicating your appointment that you want to cancel.

ACCESS TEXT-ONLY & MOBILE

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Angie FACE-TO-FACE & ONLINE					I				(
Brandon FACE-TO-FACE & ONLINE										-
Emma FACE-TO-FACE & ONLINE										
Jae FACE-TO-FACE & ONLINE										

Step 2 Click on the "Cancel Appointment" button and confirm your choice to cancel. Log out once you are finished.

View Existing Appointment

CREATED: Jan. 29, 2020 10:48am by Tammy Tran

Appointment Date Wednesday, January 29, 2020 6:00pm to 6:45pm

Staff or Resource Angie (2020, Spring -- Clear Lake Campus/Online)

Who made this appointment? Student/Writer

Is this your first visit to the Writing Center? Yes

Is this an individual or group assignment? Individual

What class are you here for? Please include the department and course number (Ex: WRIT 1301, PSYC 2301) If not for a course, enter "NA" PSYC 2301

Course Instructor Dr. Johnston

Task Due Date February 21

What kind of text or document are you working on? (Ex: essay, report, resume, prospectus, application) Research paper

What kind of help would you like today? (Ex: Transitions, brainstorming, citations, organization, formatting, assignment clarification) Brainstorming

This schedule supports file attachments. To attach a file to this appointment, click 'Edit' below.

CLOSE WINDOW

EDIT APPOINTMENT

CANCEL APPOINTMENT