

IE102 Spring 2017

Working with Student Assistants

Student Assistants (SA's) are available to assist your writing assignments. You are expected to contact them, and get an appointment from them.

We expect that you and student assistants would maintain mutual respect and effective interaction.

What to expect from student assistants?

Student assistants are expected to help you while you are doing your assignment. Typical issues that you might have a problem with are:

- There might be questions regarding on how to approach to start doing the assignment.
- There might be questions on how to reach certain information.
- There might be questions regarding understanding academic honesty issues, copying, cut-and-pasting from unknown sources, etc.; all issues on academic writing.
- There might be a need for critically discussing other issues related to the assignment or your approach.

What NOT to expect from student assistants?

Student assistants will do their best to support you. However, they are not going to assist you in the following circumstances:

- They will be available for an appointment through e-mail correspondence (Important note: Always use your **Bilkent account** for correspondence.) So this means that you cannot expect them to return your message very quickly. You have to give time and options to them for an appointment. They are not going to be available for questions right before the assignment deadline or during the weekends (regardless the due-date).
- They will **not** correct your texts. They can go through your texts and only advise you to do certain things (comments such as “rewrite this part”, “this is missing”, “go to Bilwrite”)
- Finally, do not expect them to describe what to do from scratch. You have to have specific questions to direct them.

We are hoping that working with SA's will be helpful in successfully completing your assignment. However, note that you should be the one who is doing all the work, and motivated to ask relevant questions to SA.