Quick Facts:

- My name is Chase and I’m your mentor for ENG 100.
- We will meet for individualized conferences at least **once per major assignment** throughout the semester.
- Our first meeting (a getting-to-know-you “intake interview”) must happen sometime in the first two weeks of the semester.
- My office hours are Mondays from 3-5 in KUY 415.
- Please go to this website: [https://chasejw.youcanbook.me/](https://chasejw.youcanbook.me/) to schedule meetings in advance.
- I’m looking forward to a great semester with you all!

**MENTORING OVERVIEW:**

Aloha everyone! My name is Chase Wiggins. I’m a second year MA student in the English department here at UHM. As your writing mentor for the semester, I am here as a resource available to all students for help with the work of being a first year composition student, in and out of the English 100 classroom. My duties include aiding students in all areas of paper writing, from brainstorming essay ideas and writing rough drafts to polishing final revisions. I’m happy to help with anything from understanding reading assignments to planning short and long term education goals. Because this course is primarily designed for first semester students, I am also here to help you get acclimated to our campus and the rigors of college level study in general. Towards those ends, I can introduce some of the great resources available on campus, from library research tools to leisure center services. In short, I’m here to help each of you become a successful contributor to our classroom community and a successful university student on our campus at large.
MORE ABOUT MEETINGS:

In addition to my open office hours, you have the option to schedule meetings with me via my online booking site. As indicated in your general course syllabus, you are expected to meet with me at least once per major assignment throughout the course of the semester to earn full points on the mentoring component of your grade. Further, because students in English 100 classes vary from accomplished writers to those that have never written more than a paragraph, students are required to meet with me within the first two weeks of class for a short intake interview.

I hope that as the semester progresses we will form a fun, safe, and productive space for learning. By way of maximizing both fun and productivity in our meetings, please note that you are expected to come prepared with materials and ideas to all meetings, online or in person. Please make readily available (email it to me, share it on Google Drive, have it on a USB stick) digital copies of all work you would like assistance with during our in person meetings. For online meetings, please share digital copies of the same with me in advance of our meeting time. Be ready to discuss what part of the assignment you are having trouble with, would like me to review, or want to expand on.

Finally, as I’m also a student, I will be subject to much the same crunch times as you are throughout the semester. Please respect my time and your own by coming to your scheduled meetings on time ready to work. If for whatever reason you need to cancel or reschedule a meeting, please do so well in advance, particularly for in person meetings. Finally, don’t procrastinate with getting help! Please understand that I am meeting with each of you at least five times in the semester, and I may not be able to help you outside of scheduled meeting times, especially at the busy points during the semester (generally mid-semester and finals).

I know that was probably a lot to get through. Enjoy this grammar funny for making it here!