### Mentor Conference Log

<table>
<thead>
<tr>
<th>Student's Name:</th>
<th>Mentor's Name:</th>
</tr>
</thead>
<tbody>
<tr>
<td>Date:</td>
<td>Location of Conference:</td>
</tr>
<tr>
<td>Length of conference (in minutes):</td>
<td>Conference # (eg 1st, 2nd, 3rd):</td>
</tr>
</tbody>
</table>

**When** did this session come about, with respect to the writing assignment?
- [ ] At the Beginning
- [ ] In the Middle
- [ ] Near the End
- [ ] After initial grade

Was this an individual or group meeting?
- [ ] Individual
- [ ] Group: # of students?

Did you refer the student to any other campus resources:
- [ ] Yes
- [ ] No
If yes, please specify the resource(s):  

Did the student follow up on your referral:
- [ ] Yes
- [ ] No
- [ ] Not Sure

What elements of the student's performance did your session address:
- [ ] Preparing for writing conferences (with you or the instructor)
- [ ] Understanding the assignment's requirements
- [ ] Choosing (or modifying) a topic
- [ ] Generating ideas for the paper's content
- [ ] Finding outside sources
- [ ] Incorporating outside sources into a piece of writing
- [ ] Clarifying the paper's purpose and/or audience
- [ ] Organizing the paper more effectively (including transitions)
- [ ] Honing grammar, usage, and style
- [ ] Collaborating with classmates (addressing any peer-to-peer issues)
- [ ] Approaching the instructor with concerns, questions, requests
- [ ] Applying the instructor's comments for revision
- [ ] Developing confidence as a writer and college student
- [ ] Upholding class and/or university policies and expectations
- [ ] Understanding material that was covered in class
- [ ] Utilizing technology and university resources
- [ ] Acquiring skills in time management and personal organization
- [ ] Handling issues of college and personal life not directly related to the course
- [ ] Other(s): please specify

*How* did you go about addressing these elements of the student's performance: (please elaborate in a few sentences)