

Do I have to pay for an individual consultation session?

A one-on-one consultation session lasts 45 minutes and costs:

- 42 € for high school students or pupils of other educational institutions
- 42 € for BA or MA students (AAU and other Austrian partner universities)
- 48 € for PhD students (AAU and other Austrian partner universities)
- 48 € for employees of the AAU
- 60 € for employees of other educational or research institutions
- 70 € for all other people (subsidies available, please contact us)

Please note that you will receive an invoice by e-mail after the individual consultation or coaching session has been completed. Our writing tutors work on an independent basis and since appointments are scheduled individually, we ask you to cancel your appointment with your tutor in time (at least 24 hours before it is scheduled). Otherwise, you will have to pay. In case you do not need all of the 45 minutes, the entire fee for one session still has to be paid as our writing tutor has already invested time and work.

What else does the SchreibCenter offer and how to find out?

Apart from individual one-on-one consultations, the SchreibCenter offers courses, tutorials, consultancy sessions for teachers and professors, and various educational programmes. Our current programme and additional information on the SchreibCenter can be found on our homepage: www.aau.at/schreibcenter/. The SchreibCenter also has an official Facebook page accessible via the following link: <https://www.facebook.com/SchreibCenter/>

How can I become a writing tutor myself?

To work as a writing tutor at the SchreibCenter, you will have to attend an information meeting before sending your application to info.schreibcenter@aau.at. As part of your training, you are required to attend certain courses and do an internship. Enrolling in the Extension Programme "Writing Studies" is not required, but recommended. This allows you to receive credits for the courses that you have to complete during your training.

If you are interested in becoming a tutor or if you have any questions concerning the Extension Programme, please contact info.schreibcenter@aau.at.



Your Centre for Professional and Academic Writing!

Peer tutoring for students.

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Seminar room: N.1.25
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Individual consultations: info.schreibcenter@aau.at
General information: schreibcenter@aau.at

Office hours:
Tuesday and Thursday, 8 am to 3 pm

How can I benefit from individual consultations?

One-on-one consultations are individual, face-to-face or, if necessary, online consultations via BigBlueButton with trained writing tutors. These writing tutors will help you optimise your writing process with regard to formulating a research question, finding and assessing the literature, designing preliminary outlines or any other aspect of the academic writing process. However, you may not only seek guidance to answer specific questions, but you may also benefit from long-term coaching, which starts with the first idea of your project and ends when the text is completed. The content(s) and problems discussed during these sessions will be treated confidentially.

What do individual consultations not include?

As we aim to support students in gaining self-efficacy so as to eventually manage the entire writing process independently, we do not proofread your papers. Nevertheless, we are able to help you improve your own revision and editing skills by means of one-hour text commentaries on several levels. If you should still need text editing or proofreading¹ services, we can refer you to one of our approved editors. A list containing their names and contact information can be found on the notice board in front of the SchreibCenter office. Moreover, the SchreibCenter offers neither IT support, layout or formatting services, nor consultations with regard to research design or methodology.

Who can seek support at the SchreibCenter?

Our writing centre is open to all students and scientific personnel of the AAU. Also, depending on our capacities, we may be able to offer consultations to interested individuals outside the university. We engage with students from all departments and levels – with students who hate writing and with those who love it. Students who speak German as their first language as well as students of other native languages are welcome. Students may consult our writing tutors in order to discuss different kinds of texts, from pro-seminar papers to doctoral dissertations, from motivation letters to proposals.

¹ Text editing includes corrections or suggestions with regard to spelling, style, grammar and – if and when necessary – content. Proofreading merely relates to the revision of spelling and grammar, including punctuation.

When should I make use of individual consultations?

You can schedule an appointment for a one-on-one consultation at any point in the writing process. We can help you understand and/or master a difficult writing assignment. We may assist you in finding a suitable topic or give you feedback on your outline or proposal. We can coach you to revise and edit your first and second drafts independently. Therefore, whenever you feel that a new perspective concerning your writing is needed, drop by, the doors of the SchreibCenter are always open.

Who will I work with during individual consultations?

Our writing tutors are your peers. They are students from different disciplines, who have successfully completed a one and a half year's training in writing consultancy. They all excel at writing and are eager to pass on their knowledge. We believe working on texts in one-on-one settings with fellow students is ideal, because they do not grade your work. Therefore, peer tutors are a student's allies. We can also offer individual consultations in German as a second language, English, Russian, Spanish, French and other languages. Please do not hesitate to ask for consultations even if you do not write in German.

Do I need an appointment to meet my writing tutors?

Yes, please contact info.schreibcenter@aau.at to arrange a meeting. We will get back to you as soon as possible (usually within 3 working days). However, in case of great demand, approximately one week can pass between your inquiry and your appointment.

What shall I take with me to individual consultations?

Whatever it is that you are working on at the moment, please take it with you to your one-on-one consultation, no matter whether it is just the assignment or already your first draft. Maybe you received feedback from your (thesis) supervisor/instructor, and we can assist you to revise your paper accordingly. If you like, you may send us your material or text(s) in advance.