

# COMMUNICATION SKILLS CENTER

## Writing Workshops Spring 2012

### Punctuation & Grammar

#### **The Apostrophe**

Tuesday, January 24 at 10:00 a.m.  
Wednesday, March 21 at 4:00 p.m.

#### **Italics and Quotation Marks**

Monday, January 30 at 11:00 a.m.  
Tuesday, April 10 at 10:30 a.m.

#### **Capitalization**

Tuesday, February 21 at 9:00 a.m.

#### **Commas**

Wednesday, February 15 at 4:00 p.m.  
Thursday, April 5 at 11:00 a.m.

#### **Colons, Semi-Colons, Hyphens, and Dashes**

Thursday, February 9 at 9:00 a.m.

#### **Subject-Verb Agreement**

Thursday, March 1 at 11:00 a.m.  
Monday, March 26 at 12:00 p.m.

#### **Commonly Confused Words**

Tuesday, March 6 at 11:00 a.m.  
Wednesday, April 18 at 4:00 p.m.

### Research Papers & Essays

#### **Write Winning Introductions and Conclusions**

A workshop to help you plan, draft,  
and improve your paper's introduc-  
tory and concluding paragraphs

Tuesday, February 14 at 10:00 a.m.

#### **Planning and Writing Your Research Paper**

A step-by-step guide to planning and  
writing your research paper

Tuesday, March 21 at 11:00 a.m.

#### **Integrating Sources into Your Research Paper**

An introduction to  
integrating, formatting, and citing  
your sources in MLA and APA styles

Thursday, April 19 at 9:00 a.m.

### Application Essay

#### **Writing Your College Transfer Application Essay**

A three-part workshop to guide you  
through the process of writing your  
transfer application essay. Students  
are expected to attend all three  
one-hour sessions.

#### **Part I: Elements of the Application Essay, Brainstorming, Outlining**

Wednesday, February 8 at 1:00 p.m.

#### **Part II: First Drafts, Individual Reflection, and Peer Critique**

Wednesday, February 15 at 1:00 p.m.

#### **Part III: Proofreading and Editing**

Wednesday, February 22 at 1:00 p.m.

Workshops take place in the **COMMUNICATION SKILLS CENTER**, 208 HLC

To register: 508-854-7488 or [cscinfo@qcc.mass.edu](mailto:cscinfo@qcc.mass.edu)