

# SSHS Writing Center

SSHS has teamed up with UNR to bring you a Writing Center

-If you need help creating ideas—Come to the SSHSWC

-If you need help writing a thesis—Come to the SSHSWC

-If you need help with organization —Come to the SSHSWC

-If you love to write and want to become better—Come to the SSHSWC

-If you are unsure how to read a prompt or understand a writing assignment—Come to the SSHSWC

UNR writing tutors are there to help you become a better writer. They aren't there to fix one assignment but there to help you learn to write better for every assignment and **every class!**

**Open:** Tuesday and Thursday

**Hours:** 9:40-11:40 (Nutrition Break, ACA, and into 2nd Block.

## Sign up for time slots:

[www.unr.edu/writing\\_center](http://www.unr.edu/writing_center)

Got to the Spanish Springs High School “drop-down” menu.

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### Creating an Account

Before a potential client can book an appointment with the University Writing Center, they must first create an account with WOnline. Below is a step-by-step list of how to create an account.



Go to the WOnline website ([unr.mywonline.com](http://unr.mywonline.com)). Locate the link that says "First visit? [Click here](#) to register." Fill out the Registration form.

NOTE: Under Standing, select High School.  
NOTE: Under Major, select Other.

### University of Nevada, Reno

The screenshot shows the registration form on the WOnline website. The form is titled 'Register' and contains several fields: 'Email Address', 'First Name', 'Last Name', 'Telephone Number', 'Standing' (a dropdown menu), 'Graduation Year' (a dropdown menu), 'First or Home Language' (a dropdown menu), 'Major' (a dropdown menu), 'NetID' (with a default value of 'writing\_center@unr.edu'), 'Password', and 'Re-Enter Password'. Each field has a 'REQUIRED' label in red. At the bottom of the form, there are 'Register' and 'Cancel' buttons.

Once form is complete, click on the "Register" link. The registration process is complete. The user should receive an email confirming the account.

### Logging In

This section will describe how to log into the WOnline system. It is important to note at this point that if an account was not created, the user will not be able to access the system. See the "Creating an Account" page of this manual (p. 4) for instructions on how to complete this process.

Go to the WOnline website ([unr.mywonline.com](http://unr.mywonline.com)). Enter in email address that the user provided in the registration process. Enter in password that the user provided in the registration process. Choose the correct schedule. **NOTE: SPHS is not the default schedule, so all users MUST manually select "Spanish Springs High School Consultations" in order to access the appropriate schedule.** Click "Log In" to access the scheduler.



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This screenshot is identical to the one in the 'Creating an Account' section, showing the registration form with fields for 'Email Address', 'First Name', 'Last Name', 'Telephone Number', 'Standing', 'Graduation Year', 'First or Home Language', 'Major', 'NetID', 'Password', and 'Re-Enter Password'.

Once form is complete, click on the "Register" link. The registration process is complete. The user should receive an email confirming the account.

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