The following workshops are available to all students at Kaplan University. There is no registration or signup required. Please note the date and time of the workshops you would like to attend, click on the link provided, enter your name, and click Attend Meeting.

All workshops are recorded. Recordings are available on the Writing Center home page 24-48 hours after the workshop has taken place.

The workshop schedule and recording links are found on the KU Writing Center home page. For other Writing Center inquiries or questions about our workshops, please contact Diane Martinez at dmartinez@kaplan.edu.

Faculty are welcome to attend any of these workshops!
Friday, January 8

Citing Web Sources with Ease!
Nowadays academic research encompasses so much more than books and scholarly journals. Podcasts, wikis, Flickr photo-streams, discussion boards, blogs, eBooks, and web sites are just a few of the sources we now use during the writing and research process. These Web 2.0 sources are unique in that they are often user- or community-generated and can sometimes be tricky to cite within APA style. Please join the KU Writing Center for easy tricks and tips on how to cite these 21st Century sources in APA! This workshop is especially helpful for students who struggle with citing Web sites and need a primer beyond basic APA citation.

Time: 4:00 PM ET
Workshop Link: http://khe2.acrobat.com/websources0108/

Sunday, January 10

Is English your second language? Did you know the Writing Center has an English as a Second Language specialist? Find support for your special language needs by contacting Chrissine Rios at crios@kaplan.edu. You can also attend the workshop below for help with research strategies.

ESL Workshop on Proposing a Solution: Crafting an Essay with a Persuasive Thesis and Logical Organization
To write persuasively in English, you will need an explicit and arguable thesis as well as an organizational structure that includes appeals to those with opposing viewpoints. The Proposing a Solution Workshop and Forum for ESL students provides an opportunity to examine these elements of a proposal or persuasive essay and to discuss the difference between emotional and rational claims. The workshop also features an interesting video on an illegal immigrant who had his savings confiscated. For ESL students only please.

Time: 3:00 PM ET
Workshop Link: http://khe2.acrobat.com/eslthesis/

Monday, January 11

Effective Business Communication I: The Importance of Business Writing
What role will writing play in your future in the business world? How important are good writing skills to your career? What is the nature of business communication in the 21st Century? What forms of written communication are produced in today’s business community and what constitutes effective business communication? To explore these and other important questions related to your career path plan to attend this Writing Center presentation. Ample time will be available for your questions and comments.

Time: Noon ET
Workshop Link: http://khe2.acrobat.com/buscomm0111/
Tuesday, January 12

The Basics of APA
Not sure what APA is? Unsure about when to cite? How to cite? We’ve got you covered! In this workshop, we will cover the basics of proper APA format. You will learn how to format correct in-text citations and a references page. This is information you can use for all of your classes at Kaplan University, so you won’t want to miss this!

Time: 7:00 PM ET
Workshop Link: http://khe2.acrobat.com/apa0112/

Wednesday, January 13

Integrating Sources
• Do you have a million little pieces of evidence and trouble selecting the best direct quote to support your thoughts?
• When writing a research paper, do you struggle with paraphrasing, summarizing and analyzing sources?
• Has a professor told you there are too many "dropped quotes" in your paper?

As we all know, sometimes writers place too many quotes into their writing because they don't know how to integrate their research or they think they'll have enough "filler" to meet a page requirement. But great writers are selective about the evidence they use. Please join the KU Writing Center for an informative and fun workshop on how to integrate research seamlessly into your writing by summarizing, paraphrasing, and limiting direct quotations.

Time: Noon ET
Workshop Link: http://khe2.acrobat.com/integratingsources0113/

Thursday, January 14

Creating Strong Body Paragraphs
How do you provide support for that brilliant main idea in your paper? Strong body paragraphs, of course! This workshop will provide you with techniques to create rich, interesting body paragraphs that explore, develop, and support the thesis statement of your paper.

Time: 11:00 AM ET
Workshop Link: http://khe2.acrobat.com/bodyparagraphs0114/

Crafting an Effective Persuasive Thesis
Do you struggle writing a good thesis? Do you understand the important difference between an informative and a persuasive thesis? Do you sometimes draft a paper with a thesis that you know needs more work? Writing a good thesis can be a frustrating process, yet composing one is critical to the success of a paper in that the thesis establishes the focus, the purpose, and the structure of the paper. In this interactive workshop, we will discuss the important characteristics of a persuasive thesis and examine a number of model thesis statements so that you understand what constitutes a well-crafted persuasive thesis. You will also learn how to construct a good persuasive thesis so that you feel more confident about your thesis and the direction your paper will follow in the future. While the focus of this workshop will be on persuasive thesis statements, the discussion and tips are easily transferrable to other purposes.

Time: 8:00 PM ET
Workshop Link: http://khe2.acrobat.com/persuasivethesis0114/
Microsoft Word 2007 Workshop
Does your running header move every time you edit your paper? Do you have trouble making those pesky references hanging indented? Word 2007 has terrific resources for our use, but we have to know where to find them and how to use them. Learn how to use Word’s resources to your advantage. We’ll cover basic formatting features like hanging indents, double-spacing, and setting up the spell check to catch more errors, as well as the new features in Word for doing citations and references.

Time: 10:00 AM ET
Workshop Link: http://khe2.acrobat.com/msword0116/

Tuesday, January 19
A Cure for Writer’s Block
Getting started with a writing project can be challenging to say the least! Let the Writing Center help spark your creativity and get your ideas flowing through this interactive workshop on the discovery phase of your writing process.

Time: 9:00 PM ET
Workshop Link: http://khe2.acrobat.com/block0119/

Thursday, January 21
In Your Own Words: The Art of Paraphrasing—NEW!
There are a lot of misconceptions about what it means to paraphrase, and it is quite easy to plagiarize if borrowed ideas are not communicated properly. In this workshop, we will discuss what a paraphrase is, how to do it properly, and how to avoid plagiarism. There will also be time for practice. Undergraduates and graduates alike will benefit from this workshop.

Time: Noon ET
Workshop Link: http://khe2.acrobat.com/paraphrasing0121/

Research Strategies Part I: Where Do I Go From Here?
Does the thought of starting your research paper seem completely overwhelming? Let us help you create some order out of the chaos with part one in a series of workshops on research strategies. In this presentation, you will learn how to select and narrow your topic of research, formulate a research question, and design a plan to get started.

Time: Noon ET
Workshop Link: http://khe2.acrobat.com/research0122/
The Writing Life: How to Craft an Autobiography or Personal Essay – NEW!

- Have you been given the task to write a personal essay or autobiography for class?
- Is it a challenge to figure out how to capture your life in a few short pages?
- Are you unsure of how to organize your story into a cohesive, college-level essay?

Then this is the workshop for you! Learn how to select relevant and engaging information from your life to show your readers who you are, what matters in your life, and why your readers will want to know more about you. We'll discuss finding your voice, writing to a specific audience, interviewing friends and family to help you see outside yourself, and creating scene and using specific detail to tell your story.

**Time:** Noon ET  
**Workshop Link:** [http://khe2.acrobat.com/autobiography0123/](http://khe2.acrobat.com/autobiography0123/)