

What does it look like when you submit a paper to eTutoring?

When you log into eTutoring, you will see a screen that looks like this:

The screenshot shows the Edmonds Community College eTutoring interface. At the top, the college logo and name are on the left, and the user's name 'Lauren Campbell' is on the right. A navigation bar contains links for Home, eQuestions, Writing Lab, Schedule, Resources, Support, and Logout. Below this is a 'Home' banner. The main content area is divided into several sections: 'Tutors Online Now' (listing tutors like Kathy O, Irene E, and Laura L), 'Writing Lab' (highlighted with a red circle, containing a submission link and a 24-hour response time notice), 'Today's Tutor Schedule' (listing tutor availability for Jess M, Marlesha K, and Adrienne R), and 'My Resources' (containing an 'Announcements' section with text about Zoom help and tutor availability).

The Writing Lab is circled in red. This is where you will go to submit a paper by clicking on **“Submit your paper to the Writing Lab.”**

Notice that it also will tell you how long you can expect to wait to receive a response to your paper--in this case, under 24 hours.

After you've clicked the link to submit your paper, thoroughly fill out all of the questions the form asks of you. The more specific you are about what you need help with and what the assignment requires, the more you help your tutor give you a more specific response.

When you have submitted your paper, you will see a screen that looks like this:

The screenshot shows a navigation bar with links: Home, eQuestions, Writing Lab, Schedule, Resources, Support, and Logout. Below the navigation bar is a yellow header with the title "eWriting Paper Submission" and a link "Return to the Writing Lab". The main content area contains the following text:

Thank you for submitting your writing to eTutoring. Our tutors are eager to review your work and to offer you recommendations about it. Their response should be available within 24 to 48 hours. **Remember, the response will be returned through Tutoring, not through your email address.**

To help you understand the tutor's recommendations and to allow you to begin some work on your own before those recommendations arrive, please read the following.

If you are submitting an essay, [What makes an effective essay?](#)

If you are not submitting an essay, but instead a journal entry, short descriptive paragraph, transcript of an interview, lab report, or some other writing assignment, [submitting anything other than essay.](#)

If you would rather not see this paper submission tutorial in the future please use this link, [stop submission tutorial in future.](#)

Notice the sentence we've highlighted with the red box: the response will be returned through eTutoring, not through your email address.

You WILL receive an email to your school Edmail address when a tutor has responded to your paper. But to see the tutor's response, you will need to log back into eTutoring.

When you log back in to eTutoring, in the Writing Lab section, click on "View past submissions" to be taken to a page where you can see the tutor's response.

When you do this, you will see your current paper (and any past papers) listed, with one of three different graphics next to it. In the example below, a paper has been successfully submitted but has not yet been responded to by a tutor, as indicated by the golden "Pending" icon. If your paper has a response, you will see the green "New" icon next to it -- click on your paper's title to see the response!

The screenshot shows a list of submitted papers. The first entry is "This Is A Test" with a "Pending" icon, "ENGL 101", and a timestamp of "Apr 16, 2020 03:08 PM PST". Below the list is a legend:

- Archived**: A paper you submitted in the past with the tutor's response
- New**: A paper you submitted to eTutoring has been responded to
- Pending**: Your paper has been successfully submitted to eTutoring and you are waiting for a tutor's response

Click on the title to view your previous work and your tutor's responses.