

Mendocino College Reading/Writing Labs

English 60/160/560, Fall 2019

Instructor: Faculty

Location: Ukiah Campus in the Library (Southeast Corner)

Sections: ENG 60 (#0257) ENG 160 (#0500) ENG 560 (#0957)

Times: Monday-Thursday 9:30am-2:00pm and 4:00pm-6:00pm; and Fridays 10:00-1:00

• Introduction

Welcome to the Reading/Writing Labs. In these 0, .5, or 1 unit labs you will apply effective reading, writing and learning strategies directly to other classes you are taking. This means whenever you attend the lab, you will bring specific reading/writing assignments from your other classes (not just English classes!). You will work together with an Instructor towards meeting the objectives of your assignments. All writing labs, excluding ones on-line, take place in the Writing Center, located in the southeast corner of the library.

• Procedures/Requirements

1. In order to earn a "Credit" grade for either English 60 or 160, you will be required to devote:
 - At least *21 hours total* (approx. 1 1/2 hours a week) if you are enrolled for **.5 unit**.
 - At least *42 hours total* (approx. 3 hours a week) if you are enrolled for **1 unit**.
 - **English 560 does not have a unit value, so there is no time requirement.*
2. **Please use the Sign-In Computer to sign in and out every day.** You are responsible for signing in upon arrival and signing out before leaving). English 60/160/560 are "open labs," which means you are free to use the Reading & Writing Labs on whatever days are most convenient for you during the "Times" listed above. You may also use the Center Computer to track your hours throughout the semester.
3. Please bring with you all textbooks, reading materials, assignments, instructions, and/or copies of anything with which you are working. Instructors will not be able to advise you if they are unclear about your assignment.
4. If your instructor has provided you with a Writing Lab Consultation Form, be sure to bring the appropriate class materials and fill out the appropriate portions of the form prior to meeting with the instructor.
5. Come prepared to read, write, study, and learn. You are expected to use your time productively.

• **Getting Help**

Please let an Instructor know if you need help at any time. Often the lab can be very busy; instructors will do their best to meet with all students, but during busy times, students may be required to wait before getting assistance. If the Instructor is busy with another student, please sign your name on the white board behind the instructor and wait to be called. Plan accordingly! Don't wait until the last minute to get help on a crucial assignment.

• **Student Learning Outcomes**

Students completing English 60 will be able to:

1. Discuss issues of clarity and comprehension regarding reading/writing assignments in a one-on-one setting.
2. Utilize active reading and prewriting techniques in creating drafts to share with the instructor for feedback.
3. Incorporate instructor feedback and/or personal assignment analysis into successive drafts

Students completing English 160 will be able to:

1. Discuss, analyze, and develop a plan to complete reading and writing assignments from transfer level courses.
2. Utilize active reading and prewriting techniques in creating drafts to share with the instructor for feedback.
3. Comfortably navigate resources available in the Library and Learning Center.

Students completing English 560 will be able to:

1. Identify developmental reading and writing learning needs, such as sentence grammar, reading comprehension, and organizational skills
2. Identify their own developmental reading and writing learning needs, such as sentence grammar, reading comprehension, and organizational skills
3. Utilize active reading and prewriting techniques in creating drafts to share with the instructor for feedback.