Welcome to the Reading Lab! Reading 22L are ½-unit courses designed to help you improve your reading comprehension and vocabulary skills, so that you can succeed in college. All Reading 22 students must be concurrently enrolled in the Reading Lab.

Reading Lab Hours and Location

The Reading Lab is located in Room LR118 on the 1st floor of the Rio Hondo College Learning Resource Center (LRC). The Reading Lab hours will be completed during your assigned lab time, which is as follows:
First Session (June 9th – July 11th) Monday – Thursday 8:00 a.m. – 9:10 a.m.
Evening Session (June 23rd – August 1st) Tuesday – Thursday 11:00 a.m. – 12:15 p.m.

The Reading Lab is CLOSED on Friday.

If you need to contact the Reading Lab Staff, please call (562) 463-3104 or you may contact us via email at kgomez@riohondo.edu or gbove@riohondo.edu

Lab Faculty & Staff

The Reading Lab will always be staffed by at least one instructional assistant. Additionally, the lab will be staffed by reading instructors during most of the day and evening hours.

Reading Instructional Assistants: Gina Bove, Kathy Gomez
Reading Instructors: Wells Sloniger and Sharon Bell

Reading Lab Materials

1. Folders & Lab Packets

You need to bring your Lab Folder and Lab Packet to your Reading 22 class the first day of the semester. If you are planning to complete lab hours online using myreadinglab.com, you will need to notify your classroom instructor no later than the first week of the semester. You may only work on assignments highlighted by your classroom instructor. Keep all of your work in your lab folder at all times. Please do not remove any folders from the Reading Lab.

All lab materials are available at the Rio Hondo Bookstore.
- Reading 22: Blue Folder and Lab Packet
- Reading 22L Myreadinglab Online Assignments Folder: white folder (will be provided by your instructor)
Requirements for Credit

Reading 22L are ½-unit courses offered on a pass/no pass basis. Credit in the Reading Lab is based on the following two criteria:

1. First, you must have completed a minimum of 27 continuous and regular lab hours. Reading 22 students you can complete up to 13 hours online on myreadinglab.com. You need to have a collected body of work in your lab folder that reflects a semester of effort and progress.

2. Second, you must complete three conferences with an instructor or instructional assistant.

Students who receive an NP in their Reading 22 course, will also receive an NP in Reading 22L.

In order to earn credit for this course all requirements must be completed.

Attendance

You are required to attend a minimum of 27 hours during the semester, although you may attend more than 27 hours. This equals approximately 2 hours a week. A minimum lab visit is a half hour. The maximum lab visit in a 24 hour period is 3 hours. You may attend lab at a time that is most convenient for you, it is important to establish a regular lab schedule.

Drops

You are required to complete a minimum of 16 hours by the Reading Lab drop date, which is prior to the Rio Hondo drop date. If you have not met this requirement, you will be dropped from the lab, and you will also be dropped from your concurrent 3 unit reading course. In addition, students will also be dropped from the lab and reading course for Non-Participation. Details about drops will be posted in the reading lab when the dates have been established.

Lab Assignments

Your lab assignments will be assigned by your Reading 22 classroom instructors. These assignments are based on class work. The books and computer programs that you will use are located in the lab. Get the material from the Lab Personnel and always return the material to its proper location, if you need help please ask the lab personnel. **DO NOT WRITE IN BOOKS AND DO NOT TAKE ANY BOOKS OUT OF THE READING LAB.**

You will be provided with the answer keys for most of the assignments you complete. When you finish an assignment, correct it and put your score on the Lab Assignment Sheet in your lab folder so that your instructor can monitor your progress. If your scores are consistently in the 60% or lower range, the material may be too difficult; you should see a lab instructor. If your scores are consistently in the 90% or higher range, the material may be too easy; in this case, talk to your instructor.

Conferences

You will be meeting three times during the semester with a lab instructor or instructional assistant to discuss your progress. However, please feel free to meet with lab personnel anytime you have a question. Usually students who get the most out of lab are those who work with the instructors on a one-to-one basis. Lab is a great time to get questions answered concerning class or lab assignments.
Any student with a disability, who believes that he/she may need accommodations in this class, is encouraged to contact the Disabled Student Program and Services office as soon as possible to ensure that such accommodations are implemented in a timely manner. The office is located in room SS330 and the telephone number is (562) 908-3420.

**Reading Lab Rules**

- The purpose of the lab is to develop and practice reading skills presented in your reading class, so use the time wisely to work on selected lab assignments or instructor directed work.

- **Falsifying time** in the lab is a form of **cheating** that is not allowed by the college. If you falsify your time by logging in, leaving, and coming back later to log out, you will lose all of your time for that day. If continued you will be dropped and consequently earn a **no pass** for this course.

- You may attend lab no more than **three hours in one day** (generally, you become much less productive after marathon sessions of reading). Also, plan on spending a **minimum of one-half hour in lab**. (you will not receive credit for less than one-half hour).

- The reading lab and your reading class go together. Your **attendance** in the lab needs to be continuous and regular and will be reported to your reading instructor on a regular basis.

- You may **not** do homework from any class in the Reading Lab. The lab is designed for you to work on lab assignments only. **Your time for that visit will be taken away if caught working on other assignments not directly related to the reading lab!**

- The Internet is to be used for your Reading 21 and Reading 22 assignments. **There is no E-mail, or computer games allowed while using the computers. The use of chat rooms and social networking sites are prohibited.**

- Please set your cell phones on vibrate when you are in the lab. The use of cell phones is **prohibited** in the lab.

- **Music playing** devices of any kind are **not allowed** in the lab.

- **No food or drinks** are allowed in the lab. **Bottled water** is the only exception.

- **The Reading Lab staff and faculty are not responsible for any lost or stolen items. Make sure to keep all valuables near you.**

- Please clean up your work area before leaving the lab; leave the computers on, push in your chair, and dispose of your trash. Thank you!

I have read and understand the information specified in the Syllabus.

Please sign and date below.