

PLEASE TAKE A SEAT WHERE YOU CAN SEE THIS SCREEN.



***Please refrain from using computers and cell phones
during the presentation. Thank you!***

WELCOME!

The Writing Center is a lab environment where you will practice and develop your writing skills with the aid of your English instructor.

You are expected to be actively engaged in writing during the entire time you are in attendance.

We are here to help you improve your writing skills so that you can succeed in college. We are available to help you in all phases of your writing experience.

This lab and your composition class work hand-in-hand, as the English 101 and 201 labs are embedded into the lecture courses, and English 30/35 students must be concurrently enrolled in the corresponding lab.

WHAT YOU'LL NEED FOR LAB

➤ **Flash drive (or other saving device/mode)**

➤ **Headphones**

➤ **Activation Code Card**

➤ **URL (from lab instructor)**

<http://www.macmillanhighered.com/launchpadsolo/readwrite/722337>

- **USB flash drive to save your documents, or access to any online/cloud-based storage system (e.g., Google Docs).**
- **You are not able to save any documents to lab computers.**
- **Always have a back-up plan!**



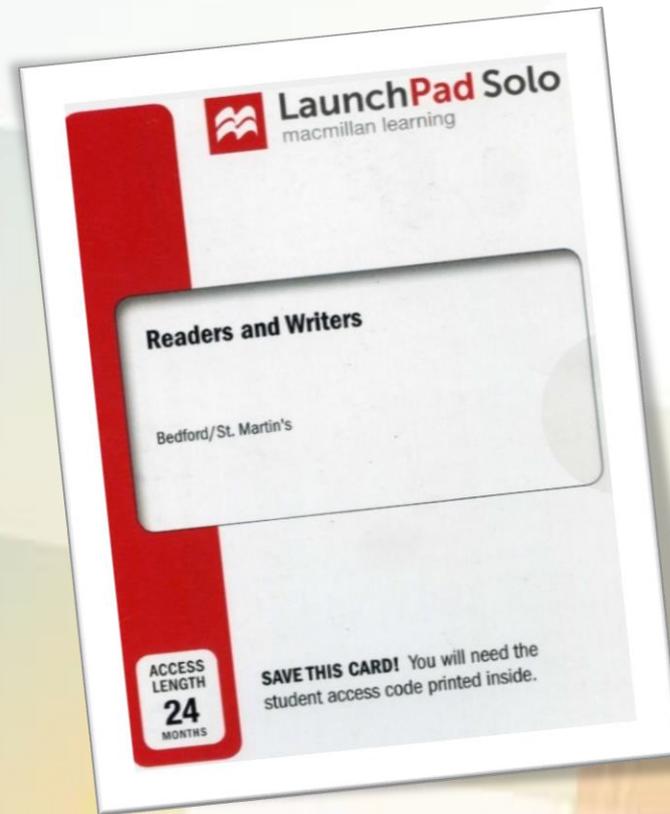


Headphones/earbuds for your LaunchPad Solo tutorials are mandatory.



You will not be allowed to listen to the LaunchPad tutorials without headphones.

ACTIVATION CARD



Purchase a LaunchPad **Readers for Writers code card, which is only available at the Rio Hondo College bookstore.**

You will need this code and a special URL from your lab instructor to complete your LaunchPad assignments.

REQUIREMENTS FOR CREDIT

- **LAB EXERCISES (LearningCurve)**
- **ATTENDANCE**
- **CONFERENCES**

ONLINE EXERCISES

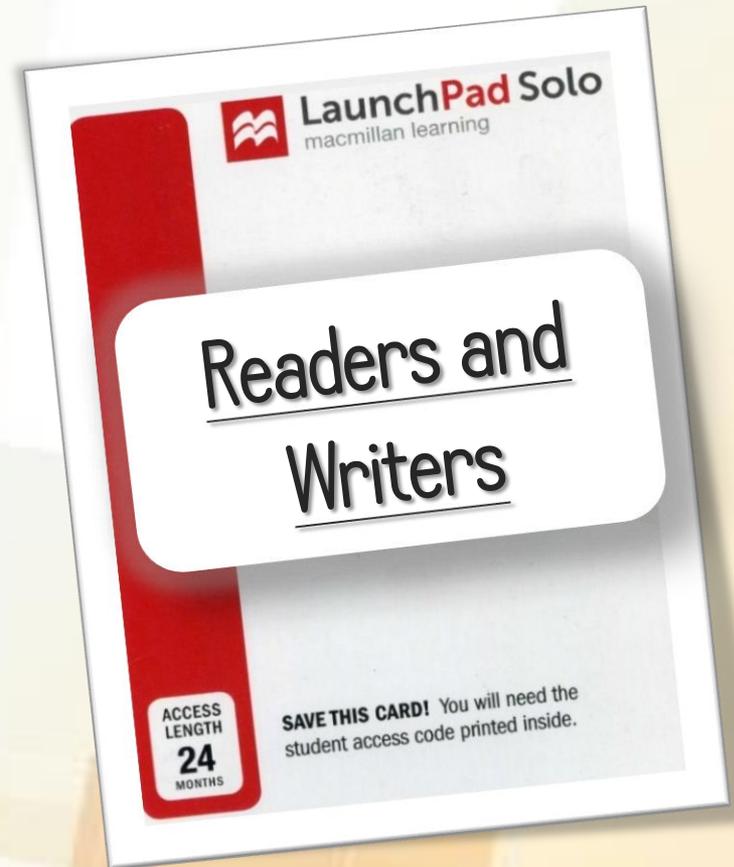
- **English 30/35 students are required to complete 14 LaunchPad assignments.**
- **English 101/201 are required to complete 10 assignments.**



LaunchPad

LaunchPad Solo is a web-based learning program that allows you to engage with videos, tutorials, and exercises to help you succeed in your English class. Your instructor will explain his/her detailed requirements.

- Purchase your LaunchPad Activation Code card at the RHC bookstore.
- With this purchase, you will have access to *A Writer's Reference* 9th edition e-Book by Diana Hacker and Nancy Sommers.



Your lab instructor will provide you with a unique **URL** for your LaunchPad course, such as the one show here.



<http://www.macmillanhighered.com/launchpadsolo/readwrite/7222337>

- **If your instructor chooses to do so, you might register to LaunchPad as a group. If so, have your access card ready!**
- **Do not purchase a used code card or from an outside source, such as Amazon**
- **You may purchase the code online from Macmillan Education site once you have the URL for your LaunchPad course.**

ATTENDANCE

- **Weekly attendance during your registered lab time.**
- **Bi-weekly attendance for eight week courses**

It is important that you attend your lab during your scheduled time, as your attendance will affect your final grade.

Remember, you may visit the Writing Center only during your regularly scheduled time!

**Your instructor will monitor your attendance.
However, if your lab instructor is absent, you will
not be allowed to stay in the Writing Center.**

**An absence sheet will be posted
if your instructor is absent.**

CONFERENCES

What is a conference

&

What is its purpose



A conference is a one-on-one meeting with your Writing Center Instructor.

- **English 30/35 students are required to have 5 conferences.**
- **English 101/201 are required to have 4 conference signatures.**

Conferencing with a lab instructor gives you the opportunity to work one-on-one (or in a group) with a writing professional who can help you generate and organize your ideas and present them clearly to your intended audience.





Ask a Question

How can you get the most from a conference?

Have a copy of the assignment to show us, as well as any work you have done on that assignment (a rough draft, an outline, etc.).

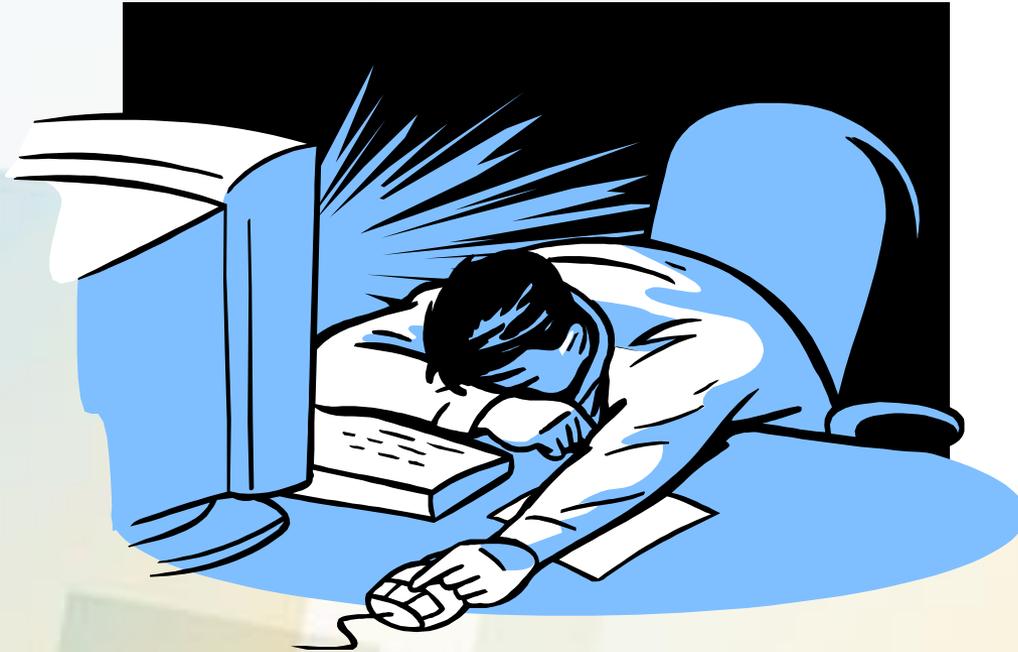
FIRST DRAFTS DON'T HAVE TO BE
PERFECT.
THEY JUST HAVE TO
BE WRITTEN.

➤ **Sign up for a conference using the conference sign-in sheet, or whichever method your lab instructor informs you of.**

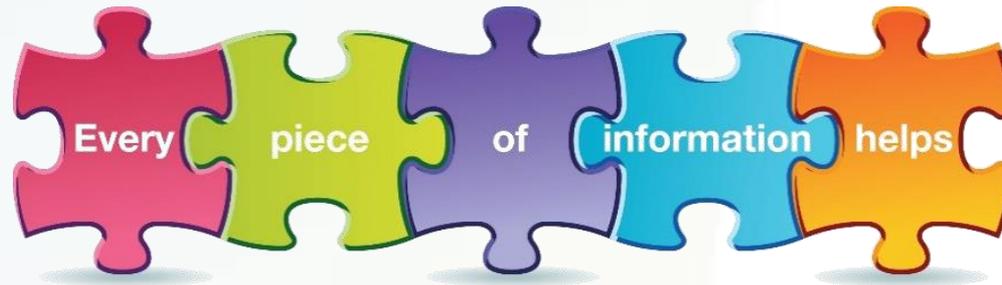
➤ **Be specific with your instructor and communicate your needs clearly.**



What you won't get from a conference!



**You won't get a lot of help if you are
not an active participant.**



You won't get all your spelling corrected or all of your grammatical problems fixed.

We are not proofreaders, but we will help you focus on one or two areas of improvement.

ONE CONFERENCE A DAY POLICY!



Each instructor will explain his/her conferencing method, but please know that we will only sign your Activity Log one time per lab meeting.

STUDENT ACTIVITY LOG

Writing Center Student Activity Log

Name: Last _____ First _____ College ID Number: _____

Semester & Year _____ English Course (30, 35, 101, or 201) _____

English Instructor: _____ Writing Center Instructor: _____

Class Schedule: Days) Time CRN _____ Lab Schedule: Days) Time CRN _____

Conference Signatures

English 30 and 35 students:
5 conference signatures from your English lab instructor are required for a passing grade.

English 101 and 201 students:
4 conference signatures from your English lab instructor are required for a passing grade.

Instructor signature and date

MIDTERM REVIEW			FINAL REVIEW		
Modules	Conferences	Attendance	Modules	Conferences	Attendance
Instructor signature and comments:			Instructor signature and comments:		

Activity Logs will be distributed next week!

- **Use your log to keep track of your conference signatures and completed online lessons.**
- **You are required to submit your Activity Log for lab credit to either your lab or lecture instructor on the last day of lab.**
- **Replacement logs will not be given, so don't lose yours.**

PRINTING



Is available, however...

- **We ask that you only print “self-generated” documents (e.g., essays, research papers, outlines, etc.).**
- **DO NOT print articles, emails, or pictures.**
- **Print only one copy of your assignment. If you need additional copies, Xerox machines are located upstairs in the library (for a nominal fee).**

COMPUTERS

The Writing Center is a place where you can work on your English lab assignments. Keep in mind that this is not a computer class. If you want to learn more about computers, consider taking a computer class offered through the Business Department. When in doubt, ask for help!



RULES



NO food or drinks allowed.

NO smoking/vaping.

NO “loud” talking.

You should be working quietly on your English assignments.

NO

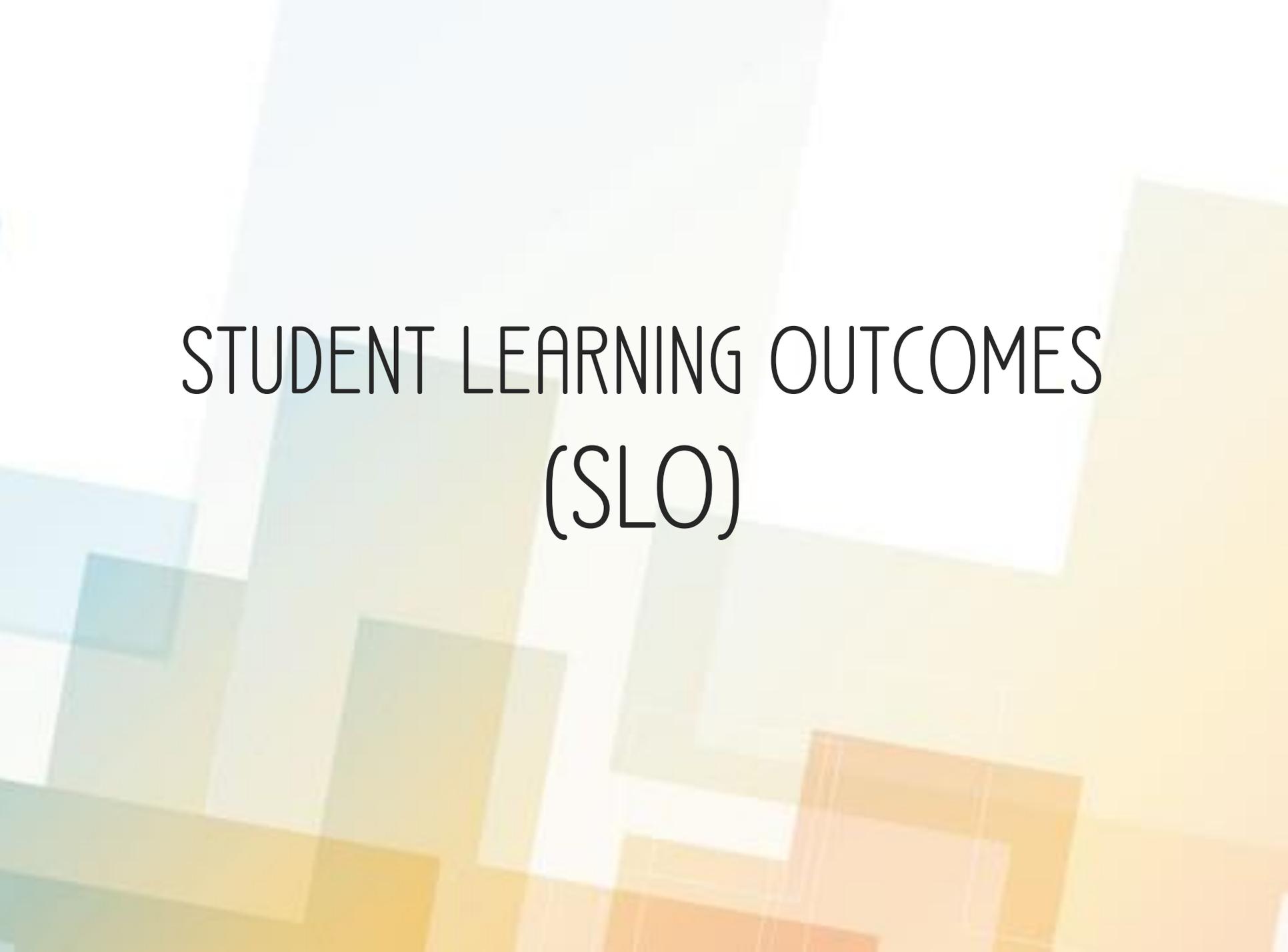
- **Social Networks**
- **Shopping**
- **Computer Games**

The internet is for English assignments only (research).

AND PLEASE

- **Silence your cell phones.**
- **Do not change any of the computer settings.**
- **Do not bring visitors with you.**
- **Clean up your area *and* push in your chair when you leave.**

We thank you in advance for respecting the rules.



STUDENT LEARNING OUTCOMES (SLO)

English 30/35 SLO:

Students will improve their knowledge of introductions, body paragraphs, conclusions, word choice, and punctuation.

English 101/201 SLO:

See your English 101 or 201 lecture syllabus for Student Learning Outcomes.

**You can find this and other
information in your Writing Center
Syllabus or Guidelines, which will be
available to you when you register to
LaunchPad Solo.**

Thank you!

Questions?

**We are here to help you,
so ask for assistance!**