City College of San Francisco

Description and Location of English Labs & Support Services for Summer 2007

Below is a list of CCSF labs and support services that can help you improve your reading and writing. Most are in the Learning Assistance Center (LAC), on the second floor of the Rosenberg Library (R207), but Cyberia is across campus in Arts Extension 265. Here is the campus lab map. For another view of the English Department's three main labs, please jump to this diagram. If you are taking English K, L, 9, 19, 90, 91X, or 92, you can use some or all of these labs to fulfill your lab requirement. Document your work on a lab verification form. Clarify your obligations with your instructor.

The Writing Lab (R207, LAC) offers tutoring by faculty and student (peer) tutors who work one-on-one with you at any stage of the writing process. Tutors help you work through difficult parts of the writing process and act as readers who provide constructive feedback. They will not proofread or correct your essays for you; instead, they will help you develop strategies to improve your writing and to locate and correct your own errors. Be sure to bring a copy of your instructor's assignment and your textbook.

Sessions are drop-in and are limited to 30 minutes per day, up to twice per week. An additional 30 minutes of lab-credit time may be earned for tutor-approved relevant work before or after your session.

Hours: Monday–Tuesday 10am – 6pm; Wednesday-Thursday 10am – 3pm
Web: http://www.ccsf.edu/Services/LAC/writelab.shtml

The Reading Lab (R207, LAC) has a range of materials to help you improve your reading comprehension and speed, including specific skills such as making inferences and increasing vocabulary. Two hours of credit may be earned per day. Enrolled in both 9 & 90 or 9 & 92? Complete your Eng 9 hours before earning credit for 90 or 92.

Hours: Monday–Tuesday 10am – 6pm; Wednesday-Thursday 10am – 3pm
Web: http://www.ccsf.edu/english/readinglab

Cyberia (Arts Ext 265) is the English computer lab/classroom and has grammar and writing software. In Cyberia, lab-credit work must involve integrated technology. Faculty lab monitors will assist you in locating computer-based activities to help you improve your reading, grammar, and essay writing, as well as basic computing skills such as word processing or setting up an email account. Earn up to two hours of lab credit per day for computer-based work, immersing yourself in self-directed writing and reading enhancement and groovy programs. Consult your instructor for guidelines on which activities earn lab credit.

Hours: Monday 10am-2pm • Tuesday 1-3pm • Wednesday-Thursday 3:45-5:45pm
Web: http://www.ccsf.edu/english/cyberia

Please consult your instructor before using any of the following resources for lab credit:

College Success Workshops (R217, LAC) focus on study skills, learning styles, anxiety, goal-setting, and other strategies that will help you succeed in English and your other courses. Sessions are one hour; pick up a schedule at the LAC front desk for dates, times, and topics.

Limit: 4 hours of workshops for lab credit per semester.

The Learning Assistance Center Computer Lab (R207, LAC) has grammar and writing software including Plato, American Accent, and Focus on Grammar, as well as Web and email access and word processing.

Hours:
Limit: One hour of lab credit per day (with "reflective" lab verification form).
Web: http://www.ccsf.edu/Services/LAC/

The Academic Computing & Resource Center (Batmale 301) has word processing software and Web and email access.
Hours: See http://www.ccsf.edu/Services/ICL1/

The Media Center (R403, Library) contains a range of video and audio lessons designed to help students improve their punctuation, grammar, reading, and composition skills.

Hours:
Limit: Four-hour credit limit per semester.

Internet Alternatives (on or off campus): Instructors may designate specific Internet sites for earning credit and methods for verifying student work on these sites. Consult with your instructor before using the Internet alternatives for credit.