Requirements for Reading Laboratory

• You are expected to actively participate in Reading Laboratory. This means submitting your answers to every unit's Reading Lab question(s), reading your instructor's feedback, and responding to your instructor in a way that shows you have thought about what he or she wrote.

• Each unit that includes a Reading Lab activity will assign a homework reading and provide short questions that you must answer regarding the reading assignment. Reading Lab questions are meant to be completed consecutively as you read through the assignment. By combining individualized reading and teacher-guided instruction, you are provided opportunities for focused reading and understanding of the course materials.

When answering Reading Lab questions, you are welcome to offer more information than is required (for example, list three ideas instead of two or describe two challenges instead of one). You are also encouraged to respond regularly to your instructor's feedback for each question. The more thoughtful responses and interaction there is between you and the instructor, the more meaningful and interesting the learning experience will be.

• Reading Lab questions should be submitted on the day that they are assigned in a particular unit. Reading Labs are designed to build on the comments of your instructor, so timely participation allows the instructor to respond on the same day and helps create better dialogue.

• All Reading Lab answers and responses should have few, if any, spelling, punctuation or grammar errors. Before you submit your assignment, be sure to write your answers in a Microsoft Word file, use its spelling and grammar checker, and then copy your answers from Word into your Reading Lab handout.

• Use only Arial or Times New Roman font, and size 2 (10pt) or size 3 (12pt) font sizes.

• You must be courteous in your interactions with your instructor. Replying with inappropriate or disrespectful language will adversely affect your grade and may result in your being put on Conduct Probation.