

RIVERSIDE CITY COLLEGE SCHOOL OF NURSING

HOW TO MAKE SURE YOU GET CREDIT FOR ALL YOUR “NURSING LEARNING LAB” (Nursing 6, 7, 8, 9) ACTIVITIES:

Many activities meet the criteria for credit in the Nursing Learning Labs. These include, but are not limited to, skills practice in LS207, working on computer-assisted instructional (CAI) programs, doing research in the computer lab for nursing assignments, study groups in the lab, MLK-TLC and Digital Library and viewing course-related audiovisual materials in the IMC/library. Students who complete approved Web-based CAI such as softwareforurses.com and EDGT.com may also receive credit for time spent completing those programs. Students should include the time used to complete these programs on the Learning Lab Credit Form (see attached) and attach a printout demonstrating completion of the module. Special activities assigned by semester level faculty may be offered for Nursing Learning Lab credit as well. **These activities must be approved and verified by a full time semester level Nursing faculty signature.**

A minimum of 50% of the credit hours requested for NRN 7, 8 or 9 must be spent in skills practice (LS207 or simulation labs) or CAI completion (MLK-TLC). If you are unsure if an activity is eligible for credit, please obtain authorization in advance from full time faculty in your semester level. Students who submit a request for learning lab credit for out-of-lab activities that exceed 50% of the required hours will only receive credit for the number of hours equal to 50% required hours for those activities.

1. **Use of attendance terminals:** The primary method of receiving credit for the Nursing Learning Lab is to log in and out using the attendance terminals located in the Digital library, Simulation lab, MLK-TLC and LS207. **Please note: Students must log in and out in the same building. Logging in from one building and logging out in another one may result in the hours for that day being automatically deleted from the system.*
 - a) If the terminals are not functioning, see the Nursing Simulation Lab Specialist (Isaac Dannelley) in LS206 for assistance.
 - b) Students who forget to log in/out or have questions about accuracy of hours shown on attendance terminal should see Nursing Simulation Lab Specialist for clarification or correction.

*** The attendance terminals and Web Advisor do NOT automatically synchronize hours. The hours from the two programs are updated in “batches” at specific times during the semester. **The number of hours displayed when you log in and log out is the most accurate.**

2. **Submitting Nursing Learning Lab credit form:** For alternate approved hours completed outside of the learning lab area, students will be required to keep a record of their hours on the “Nursing Learning Lab Credit form” (see attached). *All hours must be verified by a semester level Nursing faculty signature. Completed forms must be submitted to the Nursing Education Resource Specialist **no later than the last day of classes** in the semester for which credit is sought. *Incomplete or illegible information on the form will result in hours not being credited. **Forms will not be accepted past the due date posted by the Nursing Education Resource Specialist. Grades are calculated during finals week.****

***In completing the request for Learning Lab credit, students are expected to follow the Nursing Integrity Policy found in the School of Nursing Student Handbook.

NAME _____

Student ID# _____

(Please print)

NURSING: (circle one) N1 N2 N3 N4 VN

SEMESTER _____

(Fall/Winter/Spring/Summer and Year)

RIVERSIDE CITY COLLEGE SCHOOL OF NURSING
NURSING LEARNING LAB CREDIT FORM

DATE

ACTIVITY

HOURS

SIGNATURE

**Full time semester level faculty signatures are required for approval alternate hours requested. If requesting hours for Web-based CAI, attach printout showing completion of the module(s).*

My signature below affirms the accuracy of the hours on this form.

Signature/Date