

Prince Rupert

Instructor: Gita O'Neil

Course Theme: Study Skills

Topics covered:

Part I . Jan. 4 - 7th, 1984 .

1. Planning a study schedule
2. Notetaking
 - a) from lectures
listening skills
picking out main ideas
structuring notes (ie. main ideas, supporting details)
 - b) from written material
3. The Reading Process (SQ3R)
4. The Writing Process
 - a) prewriting
 - b) composing
 - c) proofreading
5. Self-Analysis of Personal Study Skills
6. Self-Education and Goal Setting

Part II Individual Application of remaining 10 hours

1. Tutorial groups
2. Individual conferences

Course requirements:

1. Attendance and participation
2. Goal setting contract
3. Specific assignments to topics