

DE ANZA'S STUDENT SUCCESS CENTER

ACADEMIC SKILLS WORKSHOPS Winter 2013 (Weeks 4-8)



These 50-minute workshops are open to all De Anza students; however, registered Adjuncts Skills 232 or CAS students have priority seating. Space is limited. Workshop days, times, and locations are subject to change without notice. For more information about workshops, please visit the Academic Skills Center's website: <http://deanza.edu/studentsuccess/academicskills/skillsworkshopschedule.html>

STUDY SKILLS	WHEN & WHERE?	WHEN & WHERE?	WHEN & WHERE?	WHEN & WHERE?	WRITING & READING	WHEN & WHERE?	WHEN & WHERE?	WHEN & WHERE?
<i>Anti-Procrastination</i>	<input type="checkbox"/> W 2/20 10:30 – LIB 107C	<input type="checkbox"/> F 3/1 10:30 – LIB 107C	<input type="checkbox"/>	<input type="checkbox"/>	<i>Active Reading</i>	<input type="checkbox"/> TH 1/31 2:30 – LIB 107B	<input type="checkbox"/> T 2/5 2:30 – LIB 107C	<input type="checkbox"/>
<i>Braingame: Communicating in Study Groups</i>	<input type="checkbox"/> M 2/11 11:30 – LIB107 El Milagro Rm	<input type="checkbox"/> W 2/20 3:30 – L 73A	<input type="checkbox"/> F 2/22 10:30 – L 73A	<input type="checkbox"/>	<i>Avoiding Fragments & Run-Ons</i>	<input type="checkbox"/> M 2/4 9:30 – L 73A <input type="checkbox"/> T 2/19 3:30 – LIB 235	<input type="checkbox"/> T 2/12 2:30 – LIB 107B <input type="checkbox"/> W 2/20 10:30 – LIB 107B	<input type="checkbox"/> TH 2/14 2:30 – LIB 107C
<i>Braingame: Engaging Ethics</i>	<input type="checkbox"/> T 2/19 3:30 – LIB 107 El Milagro Rm	<input type="checkbox"/> TH 2/21 9:30 – L 73A	<input type="checkbox"/> T 2/26 3:30 – LIB 107 El Milagro Rm	<input type="checkbox"/>	<i>Creating Dynamic Thesis Statements</i>	<input type="checkbox"/> W 2/13 3:30 – LIB 107C	<input type="checkbox"/> W 2/20 2:30 – LIB 107B	<input type="checkbox"/>
<i>Memory Strategies</i>	<input type="checkbox"/> TH 2/21 1:30 – LIB 107B	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<i>Editing, Proofreading, & Revision</i>	<input type="checkbox"/> W 2/13 10:30 – LIB 107C <input type="checkbox"/> M 2/25 10:30 – LIB 107B	<input type="checkbox"/> T 2/19 2:30 – LIB 107B <input type="checkbox"/> W 2/27 3:30 – LIB 107C	<input type="checkbox"/> F 2/22 10:30 LIB 107C
<i>Note-Taking in Class</i>	<input type="checkbox"/> TH 1/31 9:30 – LIB 107C	<input type="checkbox"/> W 2/6 10:30 – L 73A	<input type="checkbox"/> W 2/6 2:30 – LIB 107B	<input type="checkbox"/>	<i>Effective Body Paragraphs</i>	<input type="checkbox"/> W 2/13 10:30 – LIB 107B	<input type="checkbox"/>	<input type="checkbox"/>
<i>Test Taking Strategies</i>	<input type="checkbox"/> TH 2/14 10:30 – LIB 107B	<input type="checkbox"/> T 2/26 2:30 – LIB 107B	<input type="checkbox"/> W 2/27 10:30 – LIB 107B	<input type="checkbox"/>	<i>Keys to Success in Summary Writing</i>	<input type="checkbox"/> M 2/4 2:30 – LIB 107C	<input type="checkbox"/> W 2/6 9:30 – LIB 107C	<input type="checkbox"/> T 2/12 2:30 – LIB 107C
<i>Tests with Less Stress</i>	<input type="checkbox"/> TH 2/21 10:30 – LIB 107B	<input type="checkbox"/> W 2/27 2:30 – L 73A	<input type="checkbox"/>	<input type="checkbox"/>	<i>Subjects and Verbs: The Art of Agreement</i>	<input type="checkbox"/> W 1/30 10:30 – LIB 107B <input type="checkbox"/> TH 2/21 2:30 – LIB 107B	<input type="checkbox"/> M 2/4 3:30 – LIB 107B	<input type="checkbox"/> TH 2/14 3:30 – LIB 107C
<i>Textbook Reading Skills</i>	<input type="checkbox"/> F 2/1 10:30 – LIB 107C	<input type="checkbox"/> T 2/5 2:30 – LIB 107B	<input type="checkbox"/> W 2/6 10:30 – LIB 107C	<input type="checkbox"/> TH 2/28 10:30 LIB 107B	<i>Vocabulary in Context</i>	<input type="checkbox"/> T 2/5 3:30 – LIB 107 El Milagro Rm <input type="checkbox"/> TH 2/14 9:30 – LIB 107C	<input type="checkbox"/> W 2/6 3:30 – LIB 107C <input type="checkbox"/> T 2/19 2:30 – LIB 107C	<input type="checkbox"/> M 2/11 10:30 LIB 107B <input type="checkbox"/> TH 2/21 2:30 – LIB 107C
<i>Time Management Strategies</i>	<input type="checkbox"/> W 1/30 10:30 – LIB 107C <input type="checkbox"/> W 2/13 2:30 – L 73A	<input type="checkbox"/> F 2/1 10:30 – L73A <input type="checkbox"/> M 2/25 1:30 – LIB 107 El Milagro Rm	<input type="checkbox"/> W 2/6 2:30 – LIB 107C <input type="checkbox"/> TH 2/28 3:30 – L 73A	<input type="checkbox"/> F 2/8 11:30 L73A	<i>Warming Up to the Writing Process</i>	<input type="checkbox"/> W 1/30 2:30 – LIB 107B	<input type="checkbox"/> TH 2/7 3:30 – LIB 107C	<input type="checkbox"/> TH 2/28 2:30 – LIB 107B
COLLEGE & CAREER SUCCESS	WHEN & WHERE?	WHEN & WHERE?	WHEN & WHERE?	WHEN & WHERE?				
<i>Goal-Setting & Motivation</i>	<input type="checkbox"/> TH 1/31 10:30 – LIB 107B	<input type="checkbox"/> TH 2/7 10:30 – LIB 107B	<input type="checkbox"/>	<input type="checkbox"/>				
<i>How to Write a Cover Letter</i>	<input type="checkbox"/> M 2/4 2:30 – SEM 3G	<input type="checkbox"/> T 2/12 10:30 – L 73A	<input type="checkbox"/>	<input type="checkbox"/>				
<i>How to Write a Resume</i>	<input type="checkbox"/> TH 2/7 1:30 – SEM 3G	<input type="checkbox"/> T 2/19 10:30 – L 73A	<input type="checkbox"/>	<input type="checkbox"/>				
<i>Interviewing Tips & Strategies</i>	<input type="checkbox"/> M 2/11 10:30 – SEM 3G	<input type="checkbox"/> T 2/26 10:30 – L 73A	<input type="checkbox"/>	<input type="checkbox"/>				

Workshop schedules for the Listening & Speaking Center (L 47) are available online: <http://www.deanza.edu/studentsuccess/lsc/>

STUDENT SUCCESS CENTER (SSC) ACADEMIC SKILLS WORKSHOPS

This description will help you choose workshops that best meet your needs.

ACTIVE READING: Learn active strategies to mark up your texts beyond highlighting and retain information and better understand the text.

ANTI-PROCRASTINATION: Students evaluate their behaviors and learn about the consequences of procrastination as it relates to their overall health and well-being.

AVOIDING FRAGMENTS AND RUN-ONS: Students learn the definitions for fragments, run-ons, and strategies on how to avoid them when writing.

BRAINGAME: COMMUNICATING IN STUDY GROUPS: Understand the dynamics of working in groups and learn listening, speaking and questioning strategies to get more done and have fun.

BRAINGAME: ENGAGING ETHICS: Using a game, students will address and discuss a variety of academic, business, and life dilemmas to determine the best outcome for all involved parties.

CREATING DYNAMIC THESIS STATEMENTS: Students will learn how to structure, develop, and write clear and concise thesis statements for college essays.

EDITING, PROOFREADING, AND REVISION: Students learn how to identify and correct errors in their writing.

EFFECTIVE BODY PARAGRAPHS: In this workshop, students learn how to write effective body paragraphs, focusing on the three key elements of topic sentences, support and analysis.

GOAL-SETTING & MOTIVATION: Students use the GPA (goal/plan/action) technique to individually evaluate and discuss personal short term and long-term goals.

HOW TO WRITE A COVER LETTER: Using examples and templates, students will learn how to write about their education and experience to land a job interview.

HOW TO WRITE A RESUME: This workshop will teach students how to write an effective resume using a step-by-step approach and real student examples.

INTERVIEWING TIPS & STRATEGIES: Learn important details about what employers are looking for during the interview process and review typical interview questions.

KEYS TO SUCCESS IN SUMMARY WRITING: Students learn the steps for writing a successful summary and practice creating their own summary of an article introduced in the workshop.

MEMORY STRATEGIES: This workshop defines “memory” as it relates to successful learning and provides useful strategies to help students learn, retain, and recall material.

NOTE-TAKING IN CLASS: Students learn how to take effective notes. Students learn a variety of strategies for taking notes from texts and lectures.

SUBJECTS AND VERBS: THE ART OF AGREEMENT: In this workshop, students learn through a series of exercises how to apply the rules of subject/verb agreement to their own writing.

TEST TAKING STRATEGIES: Students learn tips and strategic methods that will enable them to study and prepare for a wide variety of college exams.

TESTS WITH LESS STRESS: This workshop focuses on strategies that can help students relax and focus in testing situations. Students learn the *4T9R* approach to managing stress.

TEXTBOOK READING SKILLS: Students learn and practice the *PARTRR* method of reading a textbook. This reading strategy helps students break down, comprehend complex college textbook content.

TIME MANAGEMENT STRATEGIES: Students evaluate their current use of time and learn techniques that influence completion of tasks.

VOCABULARY IN CONTEXT: Students will learn and practice context clues to aid in reading and understanding.

WARMING UP TO THE WRITING PROCESS: Students learn and practice how to get their ideas on paper through the prewriting techniques of *brainstorming, free writing, and cubing*.