

# DE ANZA'S STUDENT SUCCESS CENTER

## ACADEMIC SKILLS WORKSHOPS FALL 2013 (Weeks 4 – 8)



These 50-minute workshops are open to all De Anza students; however, registered Adjuncts Skills 232/233 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/skillsworkshopsschedule.html>

STUDY SKILLS	WHEN & WHERE?		
<i>Anti-Procrastination</i>	□ T 10/22 10:30 am LIB 107B	□ TH 11/14 1:30 pm LIB 107B	
<i>Engaging Ethics</i>	□ T 11/12 10:30 am LIB 107B	□ TH 11/14 3:30 pm LIB 107B	
<i>Note Taking in Class</i>	□ TH 10/17 1:30 pm LIB 107B	□ W 10/23 2:30 pm LIB 107C	□ TH 11/7 1:30 pm LIB 107B
<i>Team Building</i>	□ T 10/22 2:30 pm LIB 235 □ F 11/15 10:30 am LIB 107B	□ T 10/29 2:30 pm LIB 235	□ W 11/13 11:30 am LIB 107 El Milagro
<i>Test Taking Strategies</i>	□ W 10/23 11:30 am LIB 107 El Milagro □ T 11/5 2:30 pm LIB 107B	□ W 10/30 11:30 am LIB 107 El Milagro □ W 11/13 10:30 am LIB 107B	□ M 11/4 11:30 am LIB 107 El Milagro
<i>Tests with Less Stress</i>	□ TH 10/31 2:30 pm LIB 107B	□ TH 11/6 11:30 am LIB 107 El Milagro	
<i>Textbook Reading Skills</i>	□ M 10/21 11:30 am LIB 107 El Milagro □ TH 11/14 2:30 pm LIB 107B	□ W 10/30 1:30 pm LIB 107B	□ W 11/6 2:30 pm LIB 107C
<i>Time Management Strategies</i>	□ W 10/16 2:30 pm LIB 107C □ F 11/15 9:30 am LIB 107B	□ T 10/29 2:30 pm LIB 107B	□ F 11/8 9:30 am LIB 107B
COLLEGE & CAREER SUCCESS	WHEN & WHERE?		
<i>Goal-Setting &amp; Motivation</i>	□ W 10/16 1:30 pm LIB 107B □ M 10/21 1:30 pm L 73A	□ M 10/28 1:30 pm L 73A	□ TH 11/7 2:30 pm L 73A
<i>Online Tools for Students</i>	□ TH 11/7 12:30 pm Library Internet Lab	□ T 11/12 11:30 am Library Internet Lab	□ TH 11/14 12:30 pm Library Internet Lab
WRITING & READING	WHEN & WHERE?		
<i>Active Reading: Nonfiction</i>	□ TH 10/17 10:30 am LIB 107B		
<i>Active Reading: Short Stories</i>	□ T 10/22 3:30 pm LIB 107C	□ W 10/30 2:30 pm LIB 107C	□ W 11/13 2:30 pm LIB 107C
<i>Avoiding Fragments &amp; Run-Ons</i>	□ TH 10/31 3:30 pm L 73A	□ TH 11/7 10:30 am LIB 107B	□ T 11/12 3:30 pm LIB 107C
<i>Creating Dynamic Thesis Statements</i>	□ TH 10/31 10:30 am LIB 107B		
<i>Get the Verb Tense Right</i>	□ TH 10/17 2:30 pm LIB 107B	□ T 10/29 3:30 pm LIB 107C	
<i>Keys to Success in Summary Writing</i>	□ W 10/23 10:30 am LIB 107B	□ M 10/28 10:30 am LIB 107B	□ TH 10/31 1:30 pm LIB 107B
<i>Subjects and Verbs: The Art of Agreement</i>	□ TH 10/24 2:30 pm L 73A	□ T 11/5 3:30 pm LIB 107C	
<i>The Writing Process: Prewriting</i>	□ W 10/16 10:30 am LIB 107B □ TH 11/14 10:30 am LIB 107B	□ M 10/21 10:30 am LIB 107B	□ T 11/5 10:30 am LIB 107B
<i>The Writing Process: Editing &amp; Revision</i>	□ T 10/22 2:30 pm LIB 107B	□ M 10/28 2:30 pm LIB 107B	
<i>The Writing Process: Proofreading</i>	□ T 10/24 10:30 am LIB 107B	□ M 11/4 10:30 am LIB 107B	□ T 11/12 2:30 pm LIB 107B
<i>Vocabulary in Context</i>	□ W 11/6 10:30 am LIB 107B	□ W 11/13 1:30 pm LIB 107B	

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: NONFICTION:** Learn active strategies to preview and annotate texts beyond highlighting, retain information and better understand non-fiction.

**ACTIVE READING: SHORT STORIES:** Learn active strategies to preview and annotate texts beyond highlighting, retain information and better understand short stories.

**ANTI-PROCRASTINATION:** Students evaluate their behaviors and learn how to manage procrastination to improve 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: 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.

**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.

**GET THE VERB TENSE RIGHT:** Students will be introduced to the rules and usage of the major verb tenses and will have opportunity to practice grammar exercises using the verb tenses.

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

**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.

**LIBRARY RESEARCH SKILLS:** This workshop will prepare students to do the research necessary to effectively complete college level assignments.

**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.

**TEAM BUILDING:** Understand how to work together with other students using a fun and interactive game.

**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.

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

**THE WRITING PROCESS: EDITING AND REVISION:** Students learn strategies to organize and revise their essays.

**THE WRITING PROCESS: PROOFREADING:** This workshop will teach students effective proofreading strategies to apply in the final stages of the essay writing.

**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.