



DE ANZA'S STUDENT SUCCESS CENTER (SSC)



ACADEMIC SKILLS WORKSHOPS

Winter 2012

These 50-minute workshops are open to all De Anza students; however, registered Skills or CAS students have priority seating. Space is limited. Register outside ATC302 for the workshops listed below in the *sign-up binder* with your name, student ID, and contact information. Students can also sign up for additional workshops in the Listening & Speaking Center, ATC304. Workshop days, times and locations are subject to change without notice. Please check the workshop announcement boards for the specific current workshop location and area. For more information, please visit www.deanza.edu/studentsuccess, stop by the Academic Skills Center in ATC302, call the Skills Center at (408) 864-8253, or email SSCSkills@deanza.edu.

STUDY SKILLS	WHEN?	WHEN?	WHEN?	WHEN?	COLLEGE & CAREER SUCCESS	WHEN?	WHEN?	WHEN?	WHEN?
<i>Anti-Procrastination</i>	<input type="checkbox"/> F 3/2 10:30	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<i>Goal-Setting & Motivation</i>	<input type="checkbox"/> M 1/30 10:30	<input type="checkbox"/> TH 2/16 10:30	<input type="checkbox"/> M 2/27 9:30	<input type="checkbox"/>
<i>Braingame: Communicating in Study Groups</i>	<input type="checkbox"/> W 2/15 11:30	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<i>How to be an Effective Online Student</i>	<input type="checkbox"/> TH 2/9 3:00	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
<i>Braingame: Decision Making</i>	<input type="checkbox"/> F 2/24 10:30	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<i>How to Write a Resume & Cover Letter</i>	<input type="checkbox"/> TH 2/9 10:30	<input type="checkbox"/> T 2/14 9:30	<input type="checkbox"/> TH 2/23 10:30	<input type="checkbox"/>
<i>Braingame: Engaging Ethics</i>	<input type="checkbox"/> M 2/6 10:30	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<i>Navigating the College System & Planning for the Future</i>	<input type="checkbox"/> M 1/30 1:00 <input type="checkbox"/> M 2/27 1:00	<input type="checkbox"/> M 2/7 9:30 <input type="checkbox"/> T 2/28 10:30	<input type="checkbox"/> M 2/13 2:30 <input type="checkbox"/> TH 3/1 11:30	<input type="checkbox"/> T 2/21 11:30
<i>Critical Reading for the Social Sciences</i>	<input type="checkbox"/> T 1/31 3:30 <input type="checkbox"/> TH 3/1 9:30	<input type="checkbox"/> T 2/7 3:30	<input type="checkbox"/> T 2/14 3:30	<input type="checkbox"/> T 2/21 3:00	WRITING & READING	WHEN?	WHEN?	WHEN?	WHEN?
<i>Informational Interviewing</i>	<input type="checkbox"/> TH 2/2 10:30	<input type="checkbox"/> TH 2/16 4:00	<input type="checkbox"/>	<input type="checkbox"/>	<i>Active Reading: Mark Up Those Texts!</i>	<input type="checkbox"/> T 1/31 10:30	<input type="checkbox"/> TH 2/9 10:30	<input type="checkbox"/> M 2/13 12:00	<input type="checkbox"/>
<i>Memory Skills</i>	<input type="checkbox"/> F 2/10 10:30	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<i>Avoiding Fragments & Run-Ons</i>	<input type="checkbox"/> TH 2/7 3:30 <input type="checkbox"/> M 2/27 1:00	<input type="checkbox"/> W 2/9 4:30 <input type="checkbox"/> T 2/28 10:30	<input type="checkbox"/> W 2/15 9:00 <input type="checkbox"/> TH 3/1 4:00	<input type="checkbox"/> W 2/21 1:30
<i>Note-Taking in Class</i>	<input type="checkbox"/> TH 2/2 9:30	<input type="checkbox"/> TH 2/16 9:30	<input type="checkbox"/> TH 2/23 9:30	<input type="checkbox"/>	<i>Coming Attractions: How to Preview a Text</i>	<input type="checkbox"/> TH 2/2 3:30	<input type="checkbox"/> T 2/28 4:00	<input type="checkbox"/>	<input type="checkbox"/>
<i>Test Taking Strategies</i>	<input type="checkbox"/> W 2/22 11:30	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<i>Creating Dynamic Thesis Statements</i>	<input type="checkbox"/> W 2/8 10:30	<input type="checkbox"/> T 2/21 4:00	<input type="checkbox"/>	<input type="checkbox"/>
<i>Tests with Less Stress</i>	<input type="checkbox"/> W 2/29 11:30	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<i>Editing, Proofreading, & Revision</i>	<input type="checkbox"/> TH 2/16 11:30	<input type="checkbox"/> TH 2/23 4:30	<input type="checkbox"/>	<input type="checkbox"/>
<i>Textbook Reading Skills</i>	<input type="checkbox"/> W 2/1 10:30	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<i>Effective Body Paragraphs</i>	<input type="checkbox"/> T 2/14 1:30	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
<i>Time Management Strategies</i>	<input type="checkbox"/> TH 2/2 3:30 <input type="checkbox"/> F 2/10 9:30	<input type="checkbox"/> F 2/3 10:30 <input type="checkbox"/> W 2/15 10:30	<input type="checkbox"/> M 2/6 9:30 <input type="checkbox"/> F 2/24 9:30	<input type="checkbox"/> W 2/8 2:30 <input type="checkbox"/> W 2/29 10:30	<i>Keys to Success in Summary Writing</i>	<input type="checkbox"/> T 2/14 2:30	<input type="checkbox"/> TH 3/1 10:30	<input type="checkbox"/>	<input type="checkbox"/>
<p>* LISTENING/SPEAKING - Workshop schedules for the Listening & Speaking Center (ATC 304), are available online: www.deanza.edu/studentsuccess/listening-speaking-lab</p>					<i>Subjects and Verbs: The Art of Agreement</i>	<input type="checkbox"/> M 1/30 4:30 <input type="checkbox"/> W 2/22 12:30	<input type="checkbox"/> T 2/7 10:30 <input type="checkbox"/> TH 2/23 2:30	<input type="checkbox"/> W 2/8 12:30 <input type="checkbox"/> T 2/28 12:30	<input type="checkbox"/> W 2/15 1:30 <input type="checkbox"/> TH 3/1 2:30
					<i>Vocabulary in Context</i>	<input type="checkbox"/> W 2/1 12:30	<input type="checkbox"/> W 2/8 9:00	<input type="checkbox"/> W 2/15 12:30	<input type="checkbox"/> M 2/27 12:00
					<i>Warming Up to the Writing Process</i>	<input type="checkbox"/> M 1/30 1:30 <input type="checkbox"/> W 2/22 10:30	<input type="checkbox"/> T 1/31 3:30 <input type="checkbox"/> T 2/28 3:30	<input type="checkbox"/> M 2/6 12:00 <input type="checkbox"/> W 2/29 12:30	<input type="checkbox"/> M 2/13 12:30

STUDENT SUCCESS CENTER (SSC) ACADEMIC SKILLS WORKSHOPS

This description will help you register for the workshops that best meet your needs.

ACTIVE READING: MARK UP THOSE TEXTS: Learn active strategies to mark up your texts beyond highlighting.

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: DECISION MAKING: This game helps students analyze goals and develop important strategies for breaking down options and choices to make effective decisions.

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

COMING ATTRACTIONS: HOW TO PREVIEW A TEXT: Students learn how to focus on the beginning of the reading process, helping them to retain information and better understand the text.

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

CRITICAL READING FOR SOCIAL SCIENCES: This workshop will help students understand how to use primary sources and interpret historical documents as well as textbooks.

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 BE AN EFFECTIVE ONLINE STUDENT: Learn strategies to get the most out of online classes.

HOW TO WRITE A RESUME AND COVER LETTER: This workshop will teach students how to write an effective resume and cover letter using a step-by-step approach.

INFORMATIONAL INTERVIEWING: Students learn how to gain information, insight and advice from people during person-to-person conversations that provide reliable insight and options.

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

NAVIGATING THE COLLEGE SYSTEM & PLANNING FOR THE FUTURE: This workshop is designed to help students understand about programs and services offered at DeAnza College.

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*.