

## Skills Workshop Descriptions

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

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

**BUSINESS WRITING:** Open to all students. Students learn how to plan, organize, format and edit formal business correspondence.

**BRAINGAME CONCENTRATION:** Open to all students. Students learn to improve concentration by identifying personal distractions. Students explore the concentration cycle and practice concentration as a group.

**CRITICAL THINKING:** Open to all students. Students learn the characteristics of a critical thinker and apply critical-thinking strategies to reading and everyday decision-making.

**EDITING SKILLS:** Open to all students. This workshop focuses on the writing process and strategies for editing written work.

**BRAINGAME ENGAGING ETHICS:** Open to all students. 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.

**BRAINGAME: GET A CLUE!** Open to all students. Using games, students will explore the diverse and sometimes perverse array of instructions and directions assigned to students in an academic setting.

**BRAINGAME MAKING DECISIONS:** Open to all students. This game helps students analyze goals and develop important strategies for breaking down options and choices to make effective decisions.

**BRAINGAME STUDY GROUPS:** Open to all students. This game helps students develop and practice effective speaking, listening, and leadership skills in study group situations.

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

**HOT TOPICS, COOL SUMMARIES:** For students who have not yet completed EWRT or ESL 5. Students will debate topics in teams, identify main ideas, condense and present them in a group.

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

**NO-FREAKIN’ SPEAKIN’ SPEECHES:** Open to all students. This workshop provides quick tips on overcoming the fear of speaking in front of groups. Students may give fun impromptu speeches for practice.

**NOTE-TAKING STRATEGIES:** Open to all students. Students learn how to take effective notes. Students learn a variety of strategies for taking notes from texts and lectures.

**PREWRITING TIPS:** For students who have not yet completed EWRT 1A or ESL 5. Students learn and practice the techniques that promote strong thesis development and organization when writing college essays.

**STUDY SKILLS FOR MATH & SCIENCE:** Open to all students. Students discuss key factors and study strategies that lead to mastery in these two subjects.

**TEST TAKING TIPS:** Open to all students. Students learn strategic methods that will enable them to study and prepare for a wide variety of college exams.

**TESTS WITH LESS STRESS:** Open to all students. 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:** Open to all students. 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:** Open to all students. Students evaluate their current use of time and learn techniques that influence completion of tasks. Students discuss and learn effective management strategies.

**VOCABULARY IN CONTEXT:** For students who have not yet completed EWRT 1A or ESL5. Students will learn and practice context clues to aid in reading and understanding.

**WRITING/GRAMMAR WEB RESOURCES:** Open to all students. Students will learn about and explore the latest online tools for writing, grammar, reading and spelling improvement.

**WRITING EFFECTIVE BUSINESS LETTERS:** Open to all students. Students will learn simple strategies for business letter writing, edit and redraft a letter for practice.

**WRITING THESIS STATEMENTS:** For students who have not yet completed EWRT 1A or ESL 5. Students will learn how to structure develop and write clear and concise thesis statements for college essays.