

## DE ANZA'S STUDENT SUCCESS CENTER ACADEMIC SKILLS WORKSHOPS WINTER 2015 (Weeks 4 – 8)

These 50-minute workshops are open to all De Anza students; however, registered Adjunct Skills 232 & 233 and EWRT/READ/LART 200 students have priority seating. Space is limited. Maximum is 20 students per Workshop.



STUDY SKILLS	WHEN & WHERE?		
<b>Anti-Procrastination (4)</b>	<input type="checkbox"/> TH 1/29 1:30pm ATC 303 <hr style="border-top: 1px dashed black;"/> <input type="checkbox"/> W 2/25 11:30am ATC 303	<input type="checkbox"/> W 2/4 2:30pm ATC 303	<input type="checkbox"/> TH 2/19 10:30am ATC 303
<b>Braingame: Engaging Ethics (3)</b>	<input type="checkbox"/> F 2/6 10:30am ATC 303	<input type="checkbox"/> T 2/10 3:30pm ATC 303	<input type="checkbox"/> F 2/20 11:30am ATC 303
<b>Interview Preparation (2)</b>	<input type="checkbox"/> T 2/3 11:30am ATC 303	<input type="checkbox"/> TH 2/12 11:30am ATC 303	
<b>Interview Information (1)</b>	<input type="checkbox"/> F 2/27 9:30am ATC 303		
<b>Mock Interview (1)</b>	<input type="checkbox"/> TH 2/12 12:30pm ATC 303		
<b>Math Test Taking Strategies (2)</b>	<input type="checkbox"/> TH 1/29 2:30pm S 43	<input type="checkbox"/> TH 2/26 3:30pm S 43	
<b>Note Taking in Class (3)</b>	<input type="checkbox"/> T 2/3 10:30am ATC 303	<input type="checkbox"/> M 2/9 10:30am ATC 303	<input type="checkbox"/> W 2/25 3:30pm ATC 303
<b>Professional Communication in a Work Environment (1)</b>	<input type="checkbox"/> T 2/17 11:30am ATC 303		
<b>Group Communication (4)</b>	<input type="checkbox"/> W 2/4 11:30am ATC 303 <hr style="border-top: 1px dashed black;"/> <input type="checkbox"/> F 2/27 11:30am ATC 303	<input type="checkbox"/> W 2/18 2:30pm ATC 303	<input type="checkbox"/> W 2/25 2:30pm ATC 303
<b>Test Taking Strategies (3)</b>	<input type="checkbox"/> TH 2/5 10:30am ATC 303	<input type="checkbox"/> W 2/11 3:30pm ATC 303	<input type="checkbox"/> T 2/24 11:30am ATC 303
<b>Tests with Less Stress (2)</b>	<input type="checkbox"/> TH 2/12 10:30am ATC 303	<input type="checkbox"/> M 2/23 10:30am ATC 303	
<b>Textbook Reading Skills (5)</b>	<input type="checkbox"/> TH 1/29 10:30am ATC 303 <hr style="border-top: 1px dashed black;"/> <input type="checkbox"/> M 2/23 11:30am ATC 303	<input type="checkbox"/> W 2/11 2:30pm ATC 303 <hr style="border-top: 1px dashed black;"/> <input type="checkbox"/> TH 2/26 2:30pm ATC 303	<input type="checkbox"/> W 2/18 1:30pm ATC 303
<b>Time Management Strategies (5)</b>	<input type="checkbox"/> F 1/30 10:30am ATC 303 <hr style="border-top: 1px dashed black;"/> <input type="checkbox"/> F 2/20 10:30am ATC 303	<input type="checkbox"/> M 2/2 10:30am ATC 303 <hr style="border-top: 1px dashed black;"/> <input type="checkbox"/> W 2/25 1:30pm ATC 303	<input type="checkbox"/> F 2/6 9:30am ATC 303
<b>Goal Setting and Motivation (3)</b>	<input type="checkbox"/> W 1/28 3:30pm ATC 303	<input type="checkbox"/> M 2/2 11:30am ATC 303	<input type="checkbox"/> W 2/18 3:30pm ATC 303
<b>Resume Writing (1)</b>	<input type="checkbox"/> TH 1/29 11:30am ATC 303		

WRITING & READING	WHEN & WHERE?		
<b>Active Reading: Nonfiction (1)</b>	<input type="checkbox"/> T 2/24 12:30pm ATC 303		
<b>Active Reading: Short Stories (2)</b>	<input type="checkbox"/> T 2/10 5:30pm ATC 303	<input type="checkbox"/> T 2/24 4:30pm ATC 303	
<b>Avoiding Fragments &amp; Run-Ons (2)</b>	<input type="checkbox"/> TH 2/12 2:30pm ATC 303	<input type="checkbox"/> W 2/25 10:30am ATC 303	
<b>Creating Dynamic Thesis Statements (1)</b>	<input type="checkbox"/> T 2/3 4:30pm ATC 303		
<b>Effective Body Paragraphs (2)</b>	<input type="checkbox"/> TH 2/5 2:30pm ATC 303	<input type="checkbox"/> T 2/17 5:30pm ATC 303	
<b>Get the Verb Tense Right (2)</b>	<input type="checkbox"/> T 2/3 2:30pm ATC 303	<input type="checkbox"/> T 2/24 2:30pm ATC 303	
<b>Keys to Success in Summary Writing (2)</b>	<input type="checkbox"/> W 1/28 10:30am ATC 303	<input type="checkbox"/> TH 2/26 10:30am ATC 303	
<b>Subject-Verb Agreement (2)</b>	<input type="checkbox"/> W 2/4 10:30am ATC 303	<input type="checkbox"/> T 2/17 2:30pm ATC 303	
<b>The Writing Process: Prewriting (3)</b>	<input type="checkbox"/> M 2/2 1:30pm ATC 303	<input type="checkbox"/> M 2/9 11:30am ATC 303	<input type="checkbox"/> TH 2/26 5:30pm ATC 303
<b>The Writing Process: Editing &amp; Revision (2)</b>	<input type="checkbox"/> T 2/10 2:30pm ATC 303	<input type="checkbox"/> TH 2/26 9:30am ATC 303	
<b>The Writing Process: Proofreading (3)</b>	<input type="checkbox"/> W 2/11 10:30am ATC 303	<input type="checkbox"/> TH 2/19 2:30pm ATC 303	<input type="checkbox"/> M 2/23 1:30pm ATC 303
<b>Vocabulary in Context (2)</b>	<input type="checkbox"/> W 2/18 10:30am ATC 303	<input type="checkbox"/> F 2/27 10:30am ATC 303	

If you are interested in attending any of these workshops, please show up at the date, time and location listed. No need to register or sign up in advance.

For more information about workshops, please visit the Academic Skills Center's webpage: <http://deanza.edu/studentsuccess/academicskills/skillsworkshopschedule.html>

## 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.

**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.

**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.

**COMMUNICATING IN STUDY GROUPS:** 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.