<u>COURSE OUTLINE</u>

Student Development 146
Effective Study Techniques

I.   <u>Catalog Statement</u>

Student Development 146 is a lecture course designed to place special emphasis on memory techniques, test preparation strategies, time management, and note-taking skills for students with disabilities. This course helps students develop critical thinking skills as well as compensatory strategies.

Total Lecture Units: 1.5
Total Course Units: 1.5

Total Lecture Hours: 24.0
Total Faculty Contact Hours: 24.0

Prerequisite Skills: None

II.   <u>Course Entry Expectations</u>

Skills Level Ranges: Reading 3; Writing 3: Listening/Speaking 3; Math 2

III.   <u>Course Exit Standards</u>

Upon successful completion of the required coursework, the student will be able to:
1. use a planner and the study formula to manage and balance academic and personal time;
2. use the SQ3R method and graphic organizers to improve reading comprehension skills;
3. prepare for taking notes during lectures by selecting an appropriate graphic organizer and successfully complete it by filling in main ideas, supporting details, and examples;
4. improve test outcomes in courses by using the Three Facets of Test Preparation;
5. apply mnemonics and learning strategies that correspond with personal learning styles to improve long-term and short-term memory.

IV.   <u>**Course Content**</u>   **Total Faculty Contact Hours = 24**

    A.   Learning Styles and Accommodations   2 hours

    B.   Memory Strategies   4 hours

    C.   Note-taking Strategies   4 hours

    D.   Strategies for Organizing Information   3 hours

    E.   SQ3R System   3 hours

    F.   Strategies for Reading Comprehension and Speed   2 hours
        1.   Outlining
        2.   Summarizing
        3.   Paraphrasing

    G.   Exam Preparation for Objective and Essay Tests   5 hours
        1.   Test anxiety and relaxation techniques

    H.   The Research Writing Process   1 hour
        1.   Beginning the process
        2.   Defining and researching a topic
        3.   Utilizing information
        4.   Writing the paper

V.   <u>**Methods of Instruction**</u>

The following instructional methodologies may be used in this course:
        1.   lecture and demonstration;
        2.   collaborative learning;
        3.   hands-on activities.

VI.   <u>**Out of Class Assignments**</u>

The following out of class assignments may be used in this course:
        1.   group projects (e.g. prepare a power point presentation of three study strategies found to be most useful);
        2.   critiques (e.g. write a critique of three articles: Learned Helplessness, Howard Gardner's Multiple Intelligences Theory, and The Typical College Student Today);

3.   individual projects (e.g. design a study plan for the entire semester including campus resources you will use to help you succeed in class).

VII.   <u>Methods of Evaluation</u>

The following methods of evaluation may be used in this course:
1. quizzes;
2. final project;
3. final examination.

VIII.   <u>Textbooks</u>

Instructor generated handouts.

IX.   <u>Student Learning Outcomes</u>

Upon successful completion of the required coursework, the student will be able to:
1. use a planner and the study formula to manage and balance academic and personal time;
2. use the SQ3R method and graphic organizers to improve reading comprehension skills;
3. prepare for taking notes during lectures by selecting an appropriate graphic organizer and successfully complete it by filling in main ideas, supporting details, and examples;
4. improve test outcomes in their courses by using the Three Facets of Test Preparation;
5. apply mnemonics and learning strategies that correspond with personal learning styles to improve long-term and short-term memory.