

Orange Unified School District
SKILLS FOR SUCCESS
Trimester/Quarter

GRADE LEVEL: 7

PREREQUISITES: None

INTRODUCTION TO THE SUBJECT:

This course is designed to help students develop the study skills and organizational skills which are essential to efficient and effective learning of all middle school subjects.

Practice in using the study skill strategies of organization, effective reading, notetaking and listening skills, learning style identification, test taking skills, research techniques and goal setting will be taught and practiced.

The standards for study skills have been incorporated in the course objectives. Attached as an exhibit are the standards in further detail to assist the teachers in stressing key concepts.

COURSE OBJECTIVES:

BY THE END OF THE COURSE THE STUDENT WILL BE ABLE TO:

Organize their time, work, and materials to successfully learn the curriculum content.

Use effective reading, notetaking, and listening skills to access curriculum content.

Identify and use learning strategies based on his/her specific learning style.

Use effective test taking strategies.

Use a variety of resources to access information, including library, internet, and media.

Set specific, measurable, action oriented, reasonable goals for themselves.

COURSE OVERVIEW AND APPROXIMATE UNIT TIME ALLOTMENTS:

	<u>WEEKS</u>
I. Organization	2
A. Use daily planner to record all assignments, teacher comments, and parent input.	
B. Organize their work in a notebook format.	
C. Identify learning supplies needed for optimum school performance.	
D. Attention will be paid to a student's study environment at home and at school (based on learning styles).	
E. Effective time management techniques develop skills in prioritizing commitments.	
II. Goal Setting and Evaluating	1
A. Setting and evaluating long term goals.	
B. Setting and evaluating short term goals which support the long term goals.	
C. Making a plan of action to achieve the goals they set for themselves.	
III. Identify and Use Learning Strategies and Styles	3
A. Use a learning styles survey to determine best learning modality for each student.	
B. Explore study skills appropriate for each style.	
C. Establish guidelines for working with others.	
D. Refining personal management skills.	
IV. Effective Reading, Notetaking, and Listening Skills	3
A. Previewing text material.	
B. How are texts organized?	
C. How to use the text effectively.	
D. Taking notes on text.	
E. Using active listening skills in class.	
F. Notetaking from lecture.	
G. Strategies for memorizing information.	
V. Test Taking Skills	1
A. Following directions carefully.	
B. Develop strategies for taking different types of tests (multiple choice, short answer, true/false, essay, matching, scantron).	
C. Preparing for tests.	
D. Key vocabulary utilized tests (compare, contrast, explain, etc.).	

	<u>WEEKS</u>
VI. Research Skills	2
A. Use of library resources.	
B. How to use and locate reference materials.	
C. Organizing data obtained through research.	
Total Weeks	12

RESOURCES

1. Abbamont, Gary W. and Brescher, Antoinette, *Study Smart*, The Center for Applied Research in Education, West Nyack, NY 10995, 1990.
2. Bete, Channing L., *A Scriptographic Booklet*, South Deerfield, MA 01373, 800-628-7733 book #55012.
3. Canter, Lee, *Homework Without Tears*, Lee Canter & Associates, 1989, Santa Monica, CA, 800-262-4347.
4. Canter, Lee, *Homework Without Tears Study Skills Series*, Lee Canter & Associates, Santa Monica, CA, 800-262-4347.
5. Carroll, Aileen M., *How to Study Better and Faster*, J. Weston Walch, Portland, Maine, 1992 (Learning Styles).
6. Dodge, Judith, *The Study Skills Handbook*, Scholastic Professional Books, New York, 1994.
7. Ellis, Dave and Lenn, Peter, *Learning Power Strategies for Student Success*, second edition, Great Source Education Group, Inc., 181 Ballardvale St., Wilmington, MA 01887.
8. Ernst, John, *Middle School Study Skills*, Teacher Created Materials, Inc., P.O. Box 1040, Huntington Beach, CA 92647, 1996.
9. Evan-Moor Educational Publishers, *Daily Language Review*, 800-777-4362, <http://www.evan-moor.com>.
10. Firpo, Les C., and Wasson, Julia M., *Reading Test Success*, Great Source Education Group, Inc., 181 Ballardvale St., Wilmington, MA 01887.
11. Fry, Ron, *How to Study*, Career Press, Franklin Lakes, NJ, 1996.
12. Johnson, Sharon, *College Study Skills Tutors Guide and Workbook*, University Partners Project Score.
13. Kostic, Diane, *Study Starters, Basic Strategies for Academic Success*, Good Apple, Carthage, IL 62321-0299, 1994.
14. LaMares, Clare, *The Winner's Circle*.
15. McDonald, Glen, *Study Skills A,B*, McDonald Publishing Co., St. Louis, Missouri, 63144-1901, 800-722-8080.
16. Milliken Publishing Co., *Reference Tools and Study Skills*, St. Louis, Missouri..
17. Milliken Publishing Co., *Basic Library Skills*, St. Louis, Missouri.

18. Olney, Claude W., *Where There's a Will There's an "A"*, How to Get Better Grades in School, Parents Manual and Video, Chesterbrook Educational Publishers, Inc., Paoli, PA 19301, 800-932-2323.
19. R.A.D., *Reading Across the Disciplines Program*, 1996.
20. *R.A.P. Resources for an Advisory Program*, Dale Seymour Publications, 1990.
21. Schumm, Jeanne Shay, Ph.D. and Yadencich, Marguerite Ph.D., *School Power, Strategies for Succeeding in School*, Free Spirit Publishing, Inc., Minneapolis, MN 55401, 1992, 612-338-2068.
22. Sharp, Diane (editor), *Study Skills*, Steck-Vaughn Co., Austin, Texas 78755, 1994.
23. Terry, Bonnie, M., Ed., *Ten Minutes to Better Study Skills*, BT Learning Resources, Auburn, CA 95603, 1997, 530-888-7160, www.btlearningresources.com, e-mail: btlearn.jps.net.

MEDIA RESOURCES

1. VCH252 You Have So Much Potential
2. VCH574 Getting Best Results
3. VCI199 Why Should I Stay Awake in Science?
4. VCI721 Teachers are People, Too
5. VCI837 Learning from Failure
6. VCJ425 Math - A Four Letter Word
7. VCM456 Study Skills Plus Attitude: The Winning Combination (available September 1999)
8. VDJ275 Time Management
9. VRE079 Coping with Stress

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DATE OF BOARD APPROVAL:

