



# COVINGTON LATIN SCHOOL

*Achieve here. Excel here. Belong here.*

## PREP 7 STUDY SKILLS

### **Textbook:**

None

### **Prerequisites:**

None

### **Course Description:**

This class meets one time each week, and is an ungraded part of the curriculum. Students are introduced to the basic elements of organization, and practice the skills necessary to succeed in their Core Subjects. Some of the topics covered in this course include: Motivation, Goal Setting, Problem Solving, Organization, Reading Critically, Note Taking and Test Taking Strategies.

### **Course Goals and Objectives:**

To address each student's strengths and weaknesses, and to ensure that they have the skills necessary to do the work at CLS, and to progress to the upper grades.

### **Course Sequence:**

1. Organization
  - a. Use of binders
  - b. Use of planners
  - c. Lockers
  - d. Planning
2. Study Habits
  - a. When you study
  - b. Where you study
  - c. How you study
3. Critical Reading
  - a. Vocabulary and Context
  - b. Critical Reading Exercises and Quizzes
4. Notetaking
  - a. Summarizing Text
  - b. Outlining Text
  - c. Taking Notes:
    - 1.) From Oral Presentation
    - 2.) From Video Presentation
    - 3.) From Text
    - 4.) From other reading (including online sources)
5. Test Preparation
  - a. Objective Tests
  - b. Written Tests
  - c. Exams

The tasks listed above will be introduced in the First Semester, and repeated in the Second Semester at a higher level, once the students have attained a higher level of proficiency than that with which they began the year. Binders and planners will be checked periodically to ensure each student has adopted some sort of effective and organized system. Lockers will also be checked periodically.

Each Student will compose an ongoing resume of their achievements and accomplishments. These may include academic as well as athletic and extracurricular activities.

**Evaluation:**

Since this is an ungraded course, evaluation will take place weekly. Students will turn in the work that they do in class, which will be evaluated by the teacher. Based on the results of this review, the class activities may be revised to reflect the level of student progress. Individual students may be referred for tutoring, or for tutorial sessions with the Study Skills teacher.

**Supplemental Materials**

Materials used for Notetaking, for Oral and Video presentations and text, will be taken from Core Subject material supplied by the Core Subject teachers.