

COURSE OUTLINE  
ND 106 College Study Skills  
Fall Term 2011

**Department:** English

**Credit hours:** 3

**Prerequisite:** none

**General Education:** N/A

**Learning Outcomes:** IIF – Express ideas effectively in speech and in writing to inform, engage, and persuade their audiences.

**I. Course Description:** Introduces techniques for improving goal setting, time management, listening, memory, note-taking, and test taking skills. Textbook reading techniques and communication skills in a classroom context are emphasized.

**II. Purpose of the Course:** The major goal of ND106 is to help students understand how to use effective tools to become successful in their college careers by giving them practice with various study skills. Instruction is designed to lead them through the techniques involved in time management, note taking, test taking, textbook study, and reading and listening skills.

**III. Learning Outcomes and Objectives:** IIF – Express ideas effectively in speech and in writing to inform, engage, and persuade their audiences.

**IV. Program Learning Outcomes:** N/A

**V. Course Objectives:** Students should be able to

1. discover their personal learning styles.
2. learn effective time management techniques to promote better learning.
3. use critical thinking skills in problem solving activities.
4. develop more efficient listening and speaking skills through small group discussions and presentations.
5. learn to listen actively in lectures and take useful notes.
6. learn to prepare for and take tests effectively.
7. learn to locate and use accurately a variety of resource materials.

**VI. Topical Outline:**

Personal Learning Style	Note taking	Memory skills
Goal setting	Textbook study	Test taking
Time management	Listening skills	