



ACADEMIC SKILLS WORKSHOPS

Take your academic performance to the next level!

The Academic Skills Workshops are designed to introduce techniques and tools for improved habits and focus, in and out of the classroom.

As these workshops are dynamic and hands-on, we encourage you to bring relevant course materials or technology along with you.

No registration is required.

Questions? asac@american.edu or www.american.edu/asac

Wednesday, January 17 5:30 - 6:30 pm	Time Management and Organization	MGC 245
Tuesday, January 23 5:30 - 6:30 pm	Reading Strategies	MGC 245
Wednesday, January 24 5:30 - 6:30 pm	Speed Reading	MGC 245
Tuesday, January 30 5:30 - 6:30 pm	Overcoming Procrastination	MGC 245
Wednesday, January 31 5:30 - 6:30 pm	Taking Effective Notes	MGC 245
Wednesday, February 7 5:30 - 6:30 pm	Managing Stress	MGC 245
Wednesday, February 14 5:30 - 6:30 pm	Planning and Editing Papers	MGC 245
Wednesday, February 21 5:30 - 6:30 pm	Tackling Test Anxiety	MGC 245
Wednesday, February 28 5:30 - 6:30 pm	Writing Research Papers	MGC 245
Wednesday, March 7 5:30 - 6:30 pm	Work Smarter, Not Harder	MGC 245
Wednesday, March 21 5:30 - 6:30 pm	Reading Strategies	MGC 245
Wednesday, March 28 5:30 - 6:30 pm	Discover Your Learning Style	MGC 245
Wednesday, April 18 5:30 - 6:30 pm	Preparing for Final Exams	MGC 245

Workshop Descriptions

Discover Your Learning Style – We all learn differently, processing and delivering information in unique ways. Come explore your learning style and pick up strategies for adapting your preferences to varying teaching styles and organizational methods.

Planning and Editing Papers – Take an assignment and turn it into a solid paper. Learn practical methods for starting, structuring, and completing your paper while incorporating the components of an “A” paper.

Prepping for Final Exams– Finals are two weeks away! Now is the time to set forth a structured study schedule and to-do list. Learn how to break down these daunting tasks into daily pieces that feel more manageable.

Procrastinate No More! –Come to this workshop to learn tips and habits you can create for yourself to avoid the last-minute crunch and plan ahead for small or large assignments.

Reading Strategies – Are you struggling to get through your course readings? This workshop will help you read more efficiently and effectively to achieve course goals. We will share active reading strategies, tips for creating context around your readings, and how to take useful reading notes. We will also briefly discuss methods for effectively engaging with PDFs and electronic texts.

Speed Reading – Are you interested in increasing your reading speed? This workshop will help you learn ways to improve your reading speed and comprehension through the techniques of meta-guiding and rapid serial visual presentation.

Tackling Test Anxiety – Nervous about tests? Come learn tips and strategies to alleviate your anxiety before and during your exams.

Taking Effective Notes – Are your notes difficult to read? Is it hard to find important terms and ideas in your notebook? Do you take notes in class but never look at them again? Taking notes can oftentimes be a frustrating and seemingly pointless task, but good note taking skills can really help you succeed. Come join us in learning basic college-level note taking skills. Based on the Cornell Method, you will learn how to take neat, comprehensible notes that will make studying throughout the semester a breeze.

Time Management and Organization – Managing your time, prioritizing, and staying organized builds a strong foundation for success and alleviates stress. Whether you’re a first-year student or a continuing student, come for an overview of successful strategies. We’ll cover apps, planners, organizational systems, and to-do lists to help you to keep on top of your work and still have time for fun.

Work Smarter, Not Harder – Thanks to modern technology, keeping track of your schedule and to-do list are easier than ever. Studying can be a breeze and organization a cinch. Learn about apps and software systems that can maximize your productivity.

Writing Research Papers – An introduction to research papers – planning, writing, revising—the basics for undergrad or grad students.