

STUDY SKILLS HANDBOOK

Merici College continues to subscribe to the “Enhanced Learning Educational Services (ELES) Study Skills Handbook”. This web-based program contains 43 modules of highly engaging tasks, designed to improve the study habits of your daughter/s in which the approach taps into students’ affinity with technology to create a new and effective way to improve study skills. The modules relate to best-practice in the areas of ‘Working Better At Home’, ‘Working Better At School’, ‘Improving How You Study’, ‘Improving Skills’, ‘Technology’ and other ‘General’ areas for improved learning.

Benefits of the Study Skills Handbook:

The purpose of your daughter using this resource is so that she will get wide exposure and reinforcement of the ideas as well as the opportunity to access the information in many different ways. It provides students with various options to build their layers of knowledge. Our students are able to take a self-directed approach to utilising this resource as well as allow you to work in partnership with them throughout their personal learning journey.

How to access the Study Skills Handbook:

There is a short cut on the College Moodle page – Look for the Blue circle with a tick 

Or go to

www.studyskillshandbook.com.au

- Username: mericicollege
- Password: 24achieve

What students can do:

- Use the handbook as needed, submit study skills questions, print the summary sheets or explore ways to improve results at their own convenience.
- Be given opportunities through the Student Success Program, as a part of the Pastoral Care Program, to explore allocated modules
- Complete units at the suggestion of classroom teachers

UNITS INCLUDE:

<u>Working Better at Home</u>	<u>Working better at school</u>	<u>Improving your skills</u>
<ol style="list-style-type: none">1. Home study environment2. Organisation and filing3. Time management skills4. Managing workload5. Dealing with distractions6. Overcoming procrastination7. Developing motivation8. Goal setting9. Lifestyle and balance10. Managing stress	<ol style="list-style-type: none">1. Will we ever use this?2. Using class time3. Asking for help4. Dealing with conflict5. Groupwork skills	<ol style="list-style-type: none">1. Reading skills2. Writing skills3. Mathematical skills4. Science skills5. Foreign language skills6. Assignment skills7. Research skills8. Presentation skills

<u>Improving how you study</u>	<u>Extra technology mini-units</u>	<u>Extra general mini-units</u>
<ol style="list-style-type: none"> 1. Summarising 2. Active studying 3. Preparing for exam blocks 4. Test-taking techniques 5. After tests and exams 	<ol style="list-style-type: none"> 1. Technology tools 2. Basic computer skills 3. Be CyberSmart 4. Apps for iPhone/iPad or Android 5. Microsoft OneNote 	<ol style="list-style-type: none"> 1. Starting secondary school 2. Becoming a senior student 3. Bullying: Issues and strategies 4. Managing part-time jobs 5. Your brain and memory 6. Live your best life 7. Educational kinesiology 8. Living across 2 houses 9. Travel: A motivator to learn 10. University: A new adventure