

Study Skills 6th - 7th Grade

“Understand the very basics of how we learn and the importance of lifelong learning for our lives and careers.”

Course Overview:

Students will gain the knowledge of optimal study skills by a variety of in-class and out of class activities.

Course Description:

It is never too late to learn! This course is designed to help students improve in a variety of areas, including: listening; speaking; reading; writing; note-taking; studying for tests; critical thinking; time management; memorization techniques; and goal-setting.

Course Goals and Objectives

- 1. Goal:** To enhance listening skills.
Objective: Enhance the student’s active listening skills by practicing various types of listening in order to obtain and retain information.
- 2. Goal:** To develop public speaking skills.
Objective: Develop public speaking skills by honing the student’s spoken vocabulary, creating speeches, and presenting speeches and other oral works in class.
- 3. Goal:** To improve reading skills.
Objective: Improve reading skills by practicing multiple reading methods as well as reading a fiction/non-fiction book in class.
- 4. Goal:** To refine writing skills.
Objective: Refine writing skills by a multitude of in-class writing assignments.
- 5. Goal:** To progress note-taking skills.
Objective: Progress note-taking skills by learning note-taking methods, taking notes from visual aides, and developing note-taking skills while listening to guest speakers.
- 6. Goal:** To obtain and retain test-studying skills.
Objective: Obtain a variety of methods on studying for tests through information given from a multiple intelligences test.

7. **Goal:** To generate critical thinking skills.

Objective: Generate critical thinking skills with the use of Bloom's Taxonomy of higher level-ordered reasoning skills.

8. **Goal:** To increase time management skills.

Objective: Increase time management skills by developing criteria for adjusting one's schedule to meet academic and non-academic needs.

9. **Goal:** To discover effective memorization skills.

Objective: Discover ways to memorize effectively by techniques and exercises that associate with letters, maps, and more.

10. **Goal:** To learn goal-setting skills.

Objective: Learn the process of setting and reaching through learning the steps to goal setting and applying those steps in real life

Course Materials (please have these items for the first day of school)

1. One-inch 3-ring notebook binder
2. White, lined paper
3. Highlighter
4. 2 pencils (with eraser)
5. 2 pens (black or blue -and- red)
6. 100+ page reading book (appropriate grade level). **Need by the first day of school.**

*Additional materials may be added throughout the session

Course Grading

Homework, Class work , Test and Assessment Test Policies

Homework: Each student will have homework each night depending on the topic being studied.

Class work:

1. During the first 15 minutes of each class period, the student is responsible for Silent Sustained Reading (SSR). An appropriate grade level book is mandatory for this assignment and WILL NOT be provided by me. Points will be deducted each time the book is not in class and will cause a decrease in the student's grade.
2. Unless specifically stated, each assignment will be hand written. However, if the student wishes to complete an assignment using Microsoft Word, the teacher will gladly accept that request.
3. The availability to make up missed/late assignments will be at the discretion of the teacher.
4. There will be class demonstrations and in-class performances.

Quizzes and Tests: Quizzes will be given on the topics being studied for that week. If a student misses a quiz, s/he will be able to make it up the day s/he is back in class.

*Extra credit will be assigned

Grading Assessments: A majority of the student's grade will be on their in-class participation. In addition, the student will be graded on her/his daily journal, in-class quizzes, homework and class work. Listed below is the breakdown of the grades and grading scale:

Class participation:	50%	A	90% - 100%
Journal:	15%	B	80% - 89%
Quizzes:	15%	C	70% - 79%
Homework:	10%	D	60% - 69%
Class work:	<u>10%</u>	F	59% or below
Total:	100%		

Academic Integrity

Plagiarism

Plagiarism: "1. the unauthorized use or close imitation of the language and thoughts of another author and the representation of them as one's own original work."

("Plagiarism." Dictionary.com Unabridged (v 1.1). Random House, Inc. 20 Feb. 2009. <Dictionary.com <http://dictionary.reference.com/browse/Plagiarism>>.)

Access to technology makes it easier to copy the work of others. The students will learn what constitutes plagiarism and how to steer clear of it. As a rule, if there are three words in a row that someone else can claim, cite it. Plagiarism is stealing and cheating and will not be tolerated. Plagiarism is against the law.

The first time a student is caught plagiarizing, there will be a teacher/student conference, a phone call home, no credit given for the assignment, and notification given to the SAEP office.

Copying from a fellow classmate is also unacceptable on homework assignments and individual assessments. The consequences are the same as above.

Cheating

Cheating is a reprehensible act subject to a **zero tolerance policy**. For those in doubt about what is considered cheating, here are a few examples:

1. Glancing at another's quiz or test.
2. Talking (in **ANY** language).
3. Using notes, opening a textbook and/or notebook.
4. Copying (or orally receiving answers) from a fellow classmate (or anyone else) is also unacceptable on homework assignments.

ANY STUDENT SUSPECTED OF CHEATING IN ANY WAY WILL RECEIVE AN AUTOMATIC "ZERO" ON THAT QUIZ OR TEST. A SECOND TIME WILL RESULT IN BEING AUTOMATICALLY DROPPED FROM THE COURSE.

Teacherease.com:

Parents and students can access grades and attendance through a web-based grade program at teacherease.com. By the end of the first week, parents will be emailed the password to access the program. If you do not receive your password via email, please contact the office staff at saep@csun.edu and request the password to be re-sent. It is beneficial for you to refer often to the website to check your child's progress and attendance in class. If you have any questions, please feel free to email me.

Classroom Behavior:

The student is expected to demonstrate mature, polite behavior and extend courtesy to everyone at all times:

1. Actively participate, and respectful verbal and non-verbal interaction with all opinions must be shown at all times.
2. Since differing views will be expressed, the teacher and the student(s) will mutually maintain a safe environment for courteous dialogue.
3. Respect is to be shown for all CSUN property.
4. No food or beverages will be permitted in the classroom. Snacks must be eaten outside between the designated breaks.
5. Warnings for behavior / discipline problems will be given once. Any further problems will result in a phone call to the parent(s) or guardian(s) and possible dismissal from the program.

SAEP Electronics Policy

Cell phones, music players and headphones are not permitted to be used during class hours.

- a. Please put your cell phone on silent (NOT vibrate).
- b. No texting is allowed during class.

You will be given one verbal warning if the above is not followed. Should a second warning be necessary, your cell phone, music player and/or headphones will be confiscated and held by the teacher until after class. If a third time occurs, your cell phone, music player and/or headphones will be confiscated and held in the SAEP office and **MUST BE PICKED UP BY A PARENT.**

Study Skills 6 and 7

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After reading through the syllabus, please sign and date and have your student return it to class. The signature constitutes your commitment to the class as we partner to make the next five weeks a life-long educational experience for your student.

### **Student/ Parent Agreement:**

Please bring this signed and dated **Study Skills 6 and 7** syllabus agreement to class tomorrow.

If you do not understand any portion of this syllabus, or if you have any questions regarding this class, please do not hesitate to email the teacher.

We have read and understand the contents of this syllabus.

Student name \_\_\_\_\_

Student signature \_\_\_\_\_

Date \_\_\_\_\_

Parent/Guardian name \_\_\_\_\_

Parent/Guardian signature \_\_\_\_\_

Date \_\_\_\_\_

Phone \_\_\_\_\_

E-mail \_\_\_\_\_