**Academic Skills Development**

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While we aren't tutors, writing coaches, or professors, we can support students in building some general academic skills that will help them be successful throughout college.

Every student, no matter their intelligence or GPA, struggles with at least one class in college. As you work with your students, it's important to remind them (and yourself!) that these are areas that are impossible to "master." Everyone has room to improve, and the more we practice these skills, the easier they will be to apply to new challenges.

**HIGHLIGHT:  
​​​​​​​Navigating Online Learning**

Many of our students will be navigating virtual or partially-virtual learning this semester. Learn about the different types of virtual learning, common challenges that arise, and tips & tricks to be successful.

[**One-Pager**](https://tbl500amory.sharepoint.com/:b:/s/SuccessProgramCurriculum/ETFZQc-GwNhCpvtf2ytld9cB4GcbrLn-U-YNoSthaMY6nQ?e=spToMo)

[**Student Guide (Tips & Resources)**](https://tbl500amory.sharepoint.com/:b:/s/SuccessProgramCurriculum/Ecl_m-IeKt9JnKlBkXebNpkBBJHfOtb4y8FTJqy8VEmciQ?e=MVf4Ew)

[**Virtual Course for Students & Staff**](http://training.bottomline.org/navigating-online-learning/)

**Becoming an Engaged Student**

Is your student feeling shy or lacking confidence in class? Does participation count as a significant portion of the grade? Use this service to talk through the importance of participating in class and agree on some new strategies to try.

[**Cover Sheet for Advisors**](https://tbl500amory.sharepoint.com/:b:/s/SuccessProgramCurriculum/EZshWy9GPLRIt_8GSVau4m4BUvsPEPHCGODUEksNAuIHiA?e=pYfbUb)

[**Meeting Form**](https://tbl500amory.sharepoint.com/:w:/s/SuccessProgramCurriculum/EeeV4QiuxRVKrzxKA4fu0TcBmAXMAJyYE2bZAqifa8r32A?e=5zZrj0)

**Study Skills**

The objective of this service is to help a student understand their strengths and areas for improvement around studying. Begin with the self-assessment checklist and decide if reviewing the "dos and don'ts" is the next right step, or if the student would benefit from another full service listed on this page.

[**Cover Sheet for Advisors**](https://tbl500amory.sharepoint.com/:b:/s/SuccessProgramCurriculum/ESkgtoQeIMxFjKYvsNrwDKIBl2q4Wbw3-kdU87Mjg0rx_g?e=bZyNLZ)

[**Self-Assessment & Goal Setting**](https://tbl500amory.sharepoint.com/:b:/s/SuccessProgramCurriculum/EWSDwqbZytlNq0qA5fdF_z0BgYbvd6OJj8hmGrBYo6Js-w?e=1Jkgdl)

[**Dos & Don'ts Handout**](https://tbl500amory.sharepoint.com/:b:/s/SuccessProgramCurriculum/Ee9KwLD7Z31Et5w9iTdBPjgBtq1kOS5nu9QSyUv9a2VBfQ?e=aqAa0h)

**Getting Organized**

This service for any student who is struggling with deadlines or juggling all of their various responsibilities. Begin with the self-assessment and put these skills into practice by prepping to use a planner, creating a weekly to-do list, or mapping out a long-term calendar.

[**Cover Sheet for Advisors**](https://tbl500amory.sharepoint.com/:b:/s/SuccessProgramCurriculum/ES44VumpjShGoYkh3kUFWQkBSG4LnyVIejRLSAqePMDKVw?e=qh5aCj)

[**Meeting Form**](https://tbl500amory.sharepoint.com/:b:/s/SuccessProgramCurriculum/ES7YlLjCAcxLqma8IOCKXcgBHUqPJNLe10zIsebWT9T27A?e=t6fQft)

[**Student Handouts**](https://tbl500amory.sharepoint.com/:f:/s/SuccessProgramCurriculum/EuRBxIz4GIRAn2Uf--k9I18BmYXk0PSoZnfmWPpaVPMAbw?e=vd6UI9)

**Learning Styles**

One reason that students struggle with Study Skills is because they are studying in ways that don't match their own learning style. Use this service to help a student identify their favored learning style and review some concrete strategies for them to try out.

[**Cover Sheet for Advisors**](https://tbl500amory.sharepoint.com/:b:/s/SuccessProgramCurriculum/EYBqoFYu_o5Im9cXiDQvCO8Ba_BKzocRVzkZELSXe8wGTA?e=6o9K4O)

[**Meeting Form**](https://tbl500amory.sharepoint.com/:b:/s/SuccessProgramCurriculum/EQxOoTTIrUdLk8uYwXs8ZE8BNbWG7wS38HbYvxZDdZnKWA?e=Aj9tBF)

[**Auditory Learner Tips (Student Handout)**](https://tbl500amory.sharepoint.com/:b:/s/SuccessProgramCurriculum/EWZMOm6lP-9FndPI7v3jnpABv0GfEEGT1vZs6J3aNQc8Rg?e=nagopB)

[**Kinesthetic Learner Tips (Student Handout)**](https://tbl500amory.sharepoint.com/:b:/s/SuccessProgramCurriculum/EQ4fyShdeyNFnILkqc6smDoBe-m40ofRFpbpIPhepeI2bA?e=xdpOPR)

[**Visual Learner Tips (Student Handout)**](https://tbl500amory.sharepoint.com/:b:/s/SuccessProgramCurriculum/EdSjL-q_yc5KjE0dhulRMJcBYRlWeyBQJ7iwUHMZAp9paw?e=MfPLcF)

**Note Taking Strategies**

Discuss with a student why it is important to take notes, review several different types of note-taking, and try out a couple of new strategies together in the meeting. Each student handout features a different style of note-taking for students to review and select what might work best for them.

[**Cover Sheet for Advisors**](https://tbl500amory.sharepoint.com/:b:/s/SuccessProgramCurriculum/EZrjOXbMQDdApoVKV-Wf-loBrDn2LS2JJ--hG0__qgcC1Q?e=OK7mAd)

[**Meeting Form**](https://tbl500amory.sharepoint.com/:b:/s/SuccessProgramCurriculum/EWK_Oia-bw5HkYux5WluXfcBIiAYPSu75TuKXPOv1SR15Q?e=bLFC01)

[**Sample Notes (Student Handouts)**](https://tbl500amory.sharepoint.com/:f:/s/SuccessProgramCurriculum/Ev-nsd5SMDNBuH6jD3Qd-CoB0asXlyHKQx1gKPPnnusyWA?e=vS9278)

**Reading Strategies**

This service is intended for students who are having trouble understanding and retaining information from their reading assignments. Review effective strategies together and give your student time to practice these new skills.

[**Cover Sheet for Advisors**](https://tbl500amory.sharepoint.com/:b:/s/SuccessProgramCurriculum/EWguid_eGlBInHk4Z596mU8Bsxa8kSK6SYO91r0MZa-oEQ?e=IybhGa)

[**Meeting Form**](https://tbl500amory.sharepoint.com/:b:/s/SuccessProgramCurriculum/Ed1eazgfLUxHogv-0KiIIO8BIKgtcgHYEzADuuhZWu331Q?e=T2miQP)

**Syllabus Review**

While this service is typically provided as part of our 1st Year curriculum, some students benefit from revisiting this information again later in college. Review the key parts of a college syllabus and spend time pulling out important dates, deadlines, and processes for each class.

[**Cover Sheet for Advisors**](https://tbl500amory.sharepoint.com/:b:/s/SuccessProgramCurriculum/ETBskwEqz3dFtcozOGYCDUgB9RYVTo4vBUqd5AEoM0mVfA?e=ZcWcKg)

[**Meeting Form**](https://tbl500amory.sharepoint.com/:b:/s/SuccessProgramCurriculum/EWmpKRdSQSpOnf2RAHSSCxYB4mVCAHZHU5rcjJw37D9P9g?e=V0pdiv)

[**Blank 2020 Calendar**](https://tbl500amory.sharepoint.com/:b:/s/SuccessProgramCurriculum/EW7xrrOGh7hMpGUyxP91JaIBghHnyM4Q4ixuUgA1q6_QAA?e=Y3LASb)

**Test Prep Strategies**

The test prep service is for a student who is looking to create a study plan for an upcoming exam, a student who is struggling with adapting their study strategies to different types of exams, or a student who is experiencing test anxiety. This service is often a follow-up to Study Skills.

[**Cover Sheet for Advisors**](https://tbl500amory.sharepoint.com/:b:/s/SuccessProgramCurriculum/ET-ghO7VLLxDsX6m6O5nXZIBb8Eiq6rY7RtuX3R_l71uUw?e=NuYVok)

[**Meeting Form**](https://tbl500amory.sharepoint.com/:b:/s/SuccessProgramCurriculum/EdA16uYh5UZMtpq_aYhiZOMBElje6lKz-14T8F-wIaNXXw?e=IFnxyE)

**Time Management**

Time Management is **one of our most-used services**. It's great for students who have a lot of commitments or who struggle to find time to get everything done. Work collaboratively on a weekly calendar and discuss strategies for being agile when challenges arise.

[**Cover Sheet for Advisors**](https://tbl500amory.sharepoint.com/:b:/s/SuccessProgramCurriculum/ERLK9b7V3L1CjYvOesgpux4BtokA72LzOdH4Qd8c60gihw?e=Y1imCv)

[**Meeting Form**](https://tbl500amory.sharepoint.com/:w:/s/SuccessProgramCurriculum/EbR_rDp7vo1GvZNTKq28H88BWaWZX6GqhEdz8xzih_HFIg?e=UBGdSt)

[**Planning this Week (Student Handout)**](https://tbl500amory.sharepoint.com/:w:/s/SuccessProgramCurriculum/EZxfitO5J3NLkgCwbOFF5TgB-Kmj5WrtTom8BNHEZM1gbw?e=cXKtJU)

[**Blank 2020 Calendar**](https://tbl500amory.sharepoint.com/:b:/s/SuccessProgramCurriculum/EW7xrrOGh7hMpGUyxP91JaIBghHnyM4Q4ixuUgA1q6_QAA?e=Hw4Urv)

**Writing Strategies**

This service is for students who are struggling in writing-intensive classes and who need concrete help learning how to structure essays. The focus is on reviewing the process of writing an essay; students should make an appointment with their college's writing center to get feedback on work they have already written.

[**Cover Sheet for Advisors**](https://tbl500amory.sharepoint.com/:b:/s/SuccessProgramCurriculum/ESY5tKbtZINDodEK1e9i0f0Bz4opvbmmgivd8ZvaXDesYA?e=PPnfSt)

[**Meeting Form**](https://tbl500amory.sharepoint.com/:b:/s/SuccessProgramCurriculum/EaV36U5DQTdMuU-2LBJzZvABqXWWyEs5OE-amAfjq25BdQ?e=BRgUoh)

[**Student Handouts**](https://tbl500amory.sharepoint.com/:f:/s/SuccessProgramCurriculum/Eo_rye1CCetFtxi4jfleOv8B6jaFRd_nEXPV7qzrfKW2jQ?e=gu4JTE)