**English/Study Skills Workshop Descriptions:**

**Reading Textbooks**: Identify effective reading strategies and apply them to increase comprehension of college texts.

**Note Taking:** Take lecture notes effectively using the techniques of the Cornell Method.

**Time Management:** Evaluate a personal schedule and create an effective time-use plan that prioritizes goals.

**Remembering What You Read**: Recognize the “reading coma” and how it undermines effective reading and studying. Use active reading strategies to avoid it in the future.

**Paragraph Structure**: Compose a well-developed source-based paragraph of 8- 11 sentences, including topic and conclusion sentences.

**Writer’s Block**: Define writer’s block and identify strategies to overcome blocks.

**How to Start an Essay:** Use effective prewriting strategies to start writing essays.

**Outlining Essays**: Identify the key components of an effective essay outline. Using a fact sheet provided on a specific topic, create a thesis and outline for an essay on this topic.

**Outlining Readings:** Identify strategies to create detailed, organized outlines of textbook chapters.

**Thesis Development:** Identify components of a coherent, unified thesis statement and evaluate various sample thesis statements.

**APA Style 1**: Identify APA 6th Edition guidelines, including formatting and structure, of a formal APA research paper.

**APA Style 2:** Cite material retrieved from multiple sources, using APA 6th Edition guidelines, and create a correctly formatted reference page.

**MLA Style 1:** Create correctly formatted parenthetical citations at a basic level and a correctly formatted Works Cited page in MLA style.

**MLA Style 2:** Learn more advanced and detailed aspects of MLA citation format including quotes within quotes, block quotes, ellipses and square brackets.

**Vocabulary Building:**  Analyze context and word parts to help increase vocabulary in readings.

**Drawing Inferences:**  Learn to distinguish clues in reading to help find hidden meanings.

**Avoiding Plagiarism**: Identify effective strategies such as citing, paraphrasing, and summarizing to avoid plagiarism (intentional or unintentional) and its consequences.

**Sentence Fragments:** Identify components of a complete sentence and learn strategies to correct sentence fragments in writing.

**Run-on Sentences**: Identify run-on errors between sentences and learn techniques to correct them using periods, semi-colons, subordinating and coordinating conjunctions.

**Apostrophes:** Identify apostrophe errors in contractions and possession. Learn techniques to use apostrophes correctly.

**Commas and Quotation Marks:**

Use commas correctly in various contexts such as items in a list, independent clauses, dates, and addresses. Use commas and quotation marks correctly in citing quotes or writing dialogue.

**Proofreading**: Identify and apply a variety of proofreading strategies to locate surface errors in writing and correct them.

**Online Research**: Explore COC’s online databases and apply research skills by conducting a topic search in one of the library’s online databases.

**Evaluating Online Sources:** Using five reliability criteria to evaluate online sources, determine whether a web source qualifies as valid and locate an additional source that meets the criteria.

**Timed Writing:** Identify and apply the five steps involved in completing timed writing assignments successfully.

**Stress Management:** Explore various coping strategies and develop a personal plan to manage stress more effectively.

**Preparing for Finals:** Identify the resources available on campus and create a 2-week time management plan to complete end-of-the semester projects and assignments.

**Test-taking Strategies**: Explore your personal test-taking style. Distinguish between effective and ineffective test taking techniques and strategies for multiple choice and essay exams