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Learning Skills

Skills for successful study, at home or abroad

Student's Book

Stan Jagger

Learning Skills is a course for adult learners. It will equip you with skills and strategies that you need to bridge the gap between traditional schooling and life-long learning. It is particularly suitable for post-secondary and tertiary level students who want an introduction to academic skills and culture. Each chapter of *Learning Skills* provides clear explanations, exercises to check comprehension and frequent opportunities to use the skills in practical activities. Earlier chapters introduce foundation study skills including:

- active learning;
- communication;
- working in groups;
- time management;
- note taking;
- public speaking and presentations.

Later chapters introduce academic skills essential for post-secondary and tertiary study including:

- essay writing;
- in-text referencing and reference lists;
- critically evaluating information;
- exam-taking skills.

The teacher's book for *Learning Skills* not only provides answers to exercises and activities in the student's book, it also provides further background for teachers about the skills being taught and advice about facilitating the activities in class. The teacher's book also has optional extra activities and an extensive list of online resources and videos relevant to each of the main learning skills that are covered in the book.