Study Skills Workshop

Skills for the Classroom:
Participation, Note-Taking and Presentations

Presented by Ashley Brown

Student Success Advisor

The University of Winnipeg is in Treaty One territory and the land on which we gather is the traditional territory of Anishinaabe, Cree, Oji-Cree, Dakota, and Dene Peoples, and the homeland of the Métis Nation.

THE UNIVERSITY OF WINNIPEG

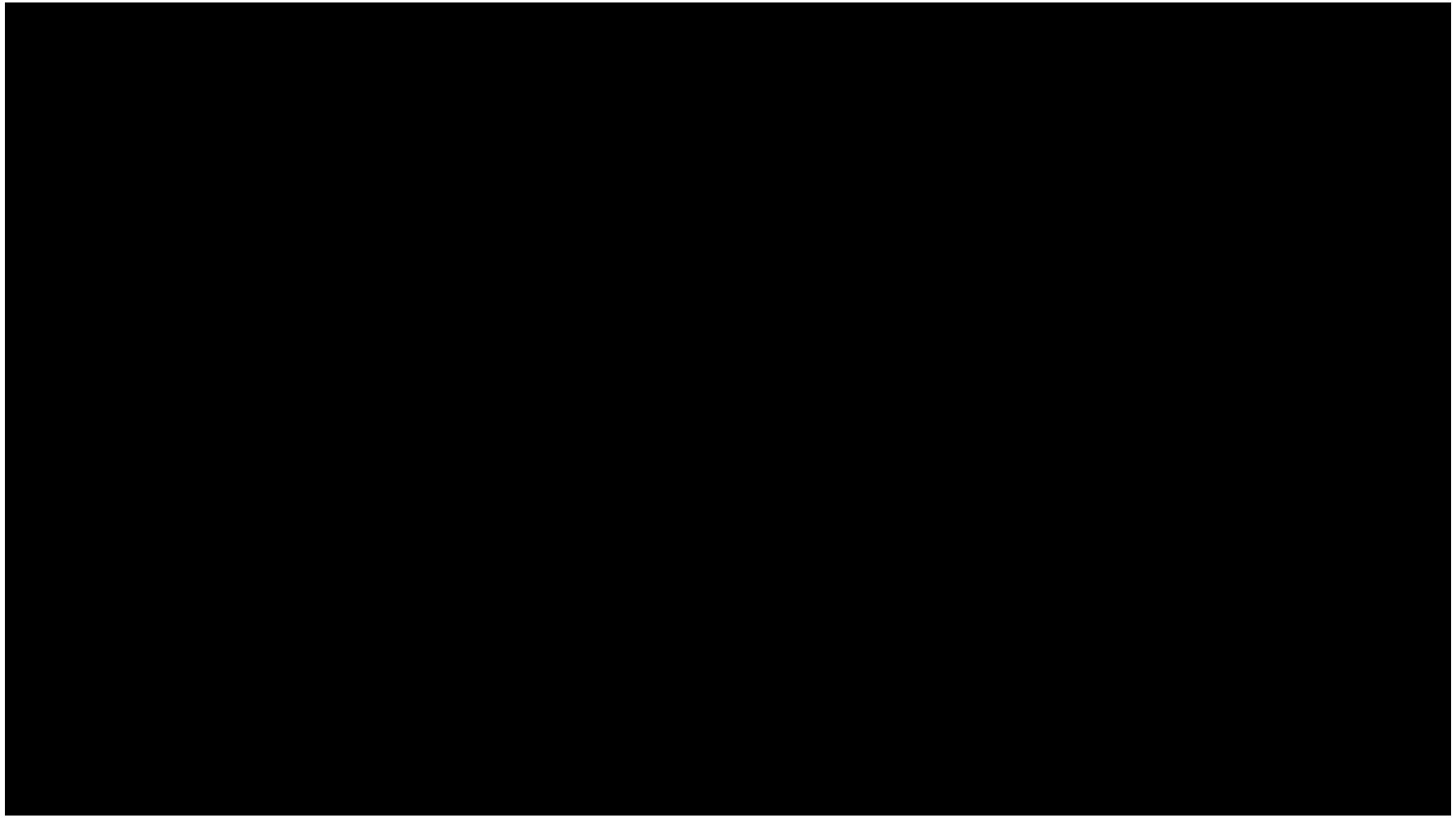
- The Study Cycle
- Participation
- Presentations
- Note-Taking

THE UNIVERSITY OF WINNIPEG

https://www.youtube.com/watch?v=K67_mXLXttI

The Study Cycle

2:47



THE UNIVERSITY OF WINNIPEG

The Study Cycle

Attend & actively listen

Review notes

Study
information you can not automatically recall.

Check in
gauge understanding & modify study strategy

Preview
readings & notes

Image from https://miamioh.instructure.com/courses/62085/pages/reviewing-notes-after-class

https://edu.gcfglobal.org/en/learning-tips/the-study-cycle/1/

THE UNIVERSITY OF WINNIPEG

Participation

- Normal to feel nervous
- Prepare to try
- Not always a 'right' answer

Effort counts!

THE UNIVERSITY OF WINNIPEG

Participation: Why?

Image from https://www.cambridgenetwork.com/blog/school-blog/4-ways-to-increase-your-international-students-class-participation/

THE UNIVERSITY OF WINNIPEG

Participation: How

Image from https://www.facultyfocus.com/articles/effective-teaching-strategies/an-argument-for-grading-participation/

THE UNIVERSITY OF WINNIPEG

Preparing to Participate

Read

Prepare questions

Image from https://www.queensjournal.ca/story/2021-10-06/features/the-death-of-the-paper-textbook/

Image from https://www.womenshealthmag.com/life/a28400844/questions-that-make-you-think/

THE UNIVERSITY OF WINNIPEG

Participating Online

- During class
- Online forums
- Chat
- Breakout rooms

Image from https://www.adweek.com/performance-marketing/pinterest-tests-class-communities-feature-to-enable-pinners-to-sign-up-for-zoom-classes/

Effective Presentation Skills

THE UNIVERSITY OF WINNIPEG

Public Speaking – Fight or Flight Response

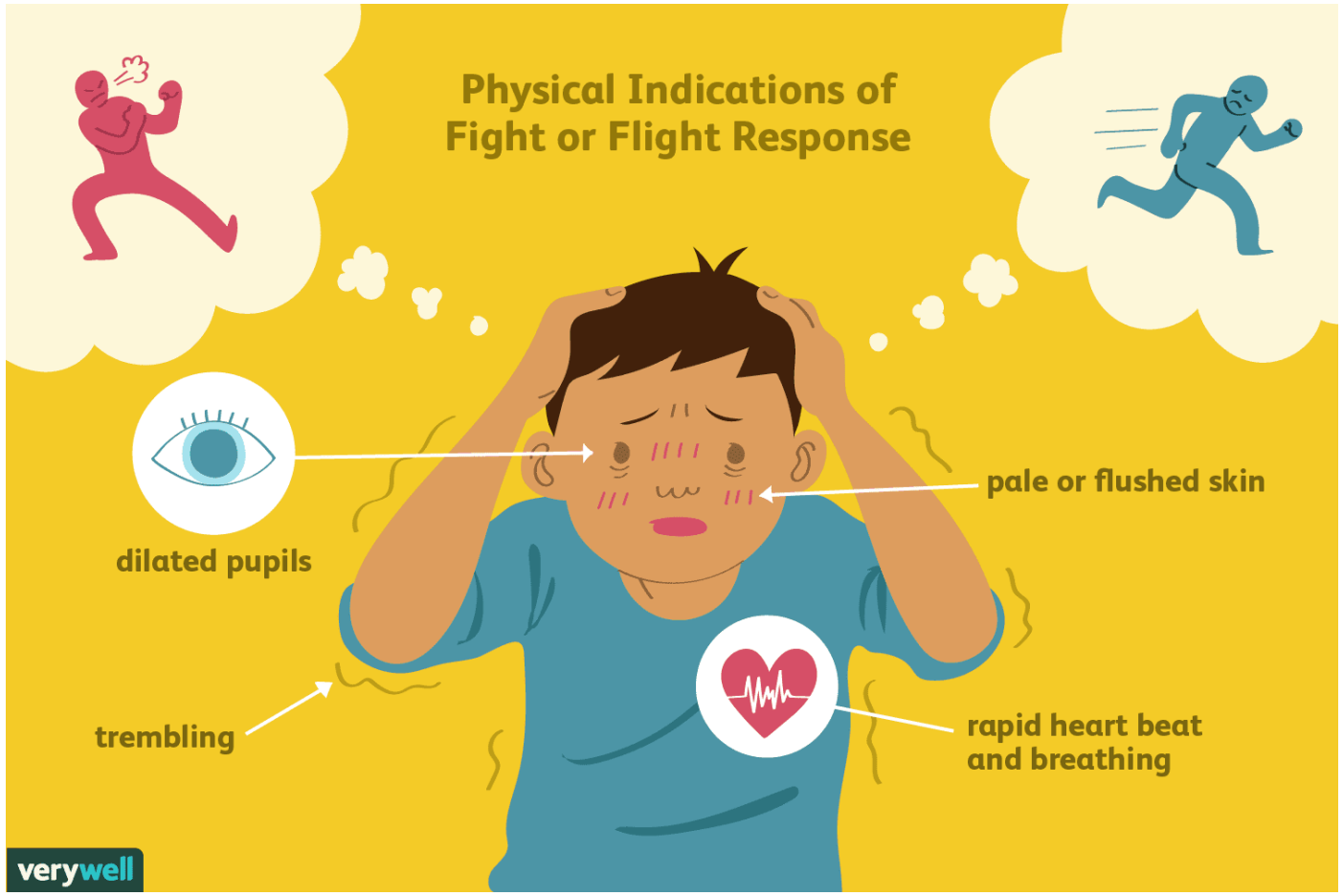


Image from https://www.verywellmind.com/what-is-the-fight-or-flight-response-2795194

THE UNIVERSITY OF WINNIPEG

Box Breathing

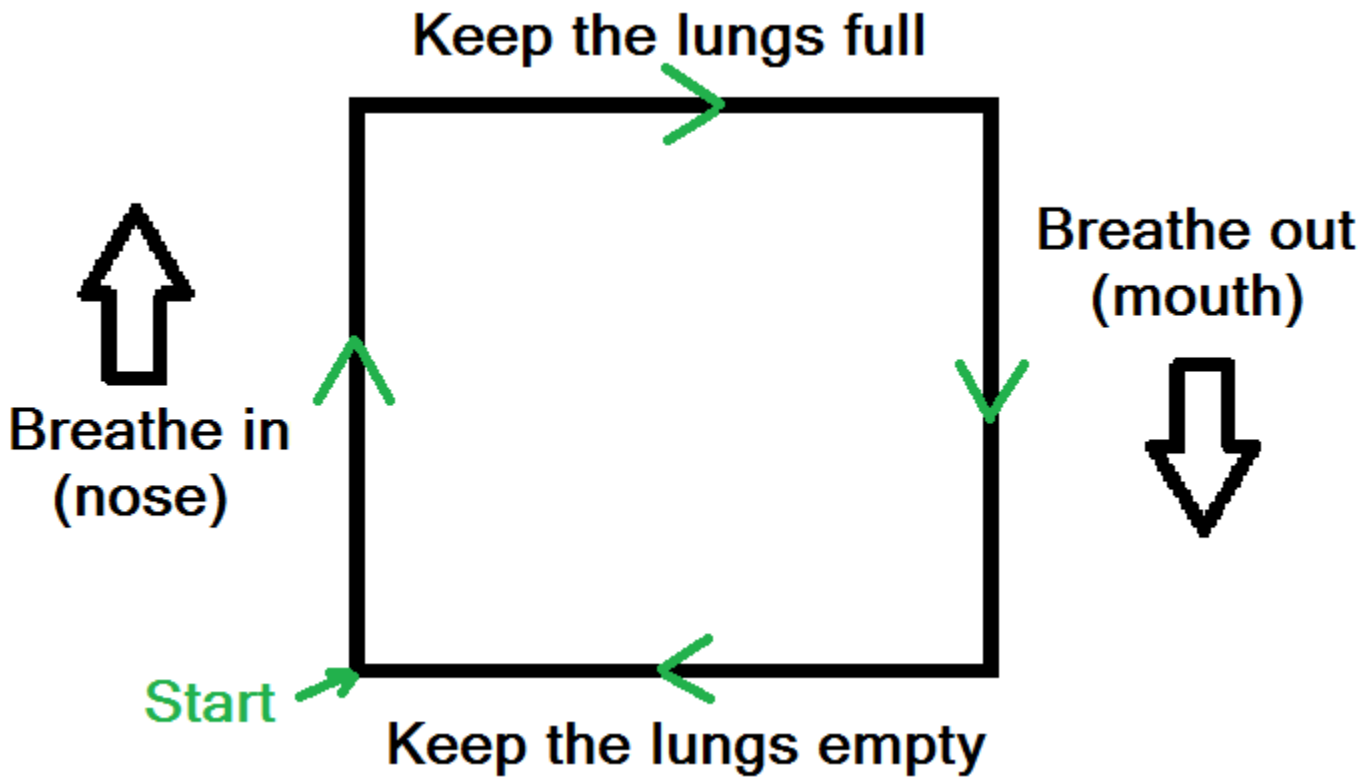


Image from https://9to5strength.com/box-breathing/

THE UNIVERSITY OF WINNIPEG

Overcoming Fear of Public Speaking

Vicarious experiences

Image from ted.com

Image from https://www.bellperformance.com/blog/bid/112134/passion-motivation-and-action-things-we-can-all-use

Visualize **success**

https://cruciallearning.com/blog/overcoming-the-fear-of-public-speaking/

THE UNIVERSITY OF WINNIPEG

Overcoming Fear of Public Speaking

Safe, deliberate **practice**

Image from https://www.pexels.com/photo/man-wearing-white-top-in-front-of-woman-wearing-blue-long-sleeved-top-1181715/

Image from https://www.psychologytoday.com/ca/blog/happy-trails/201604/why-you-should-talk-strangers

Initiate **interactions**

https://cruciallearning.com/blog/overcoming-the-fear-of-public-speaking/

THE UNIVERSITY OF WINNIPEG

Overcoming Fear of Public Speaking

Make audience less intimidating

Image from https://www.freepik.com/premium-vector/set-men-underpants-swimming-trunks-various-models-clothes-beach-underwear_29163620.htm#query=boxer%20underwear&position=19&from_view=keyword

Image from https://photostockeditor.com/clip-art-vector/download/1020966644

Focus on audience

https://cruciallearning.com/blog/overcoming-the-fear-of-public-speaking/

THE UNIVERSITY OF WINNIPEG

Effective Oral Presentations

Content

Image from http://clipart-library.com/clipart/142282.htm

Delivery

Image from https://www.kindpng.com/imgv/wThwR_transparent-delivery-truck-clipart-delivery-truck-icon-png/

THE UNIVERSITY OF WINNIPEG

Planning your Presentation

Image from https://www.pinterest.ca/pin/740490363716638053/

THE UNIVERSITY OF WINNIPEG

Planning your Presentation

Outline:

- Main point
- Support for main point
- Conclusion

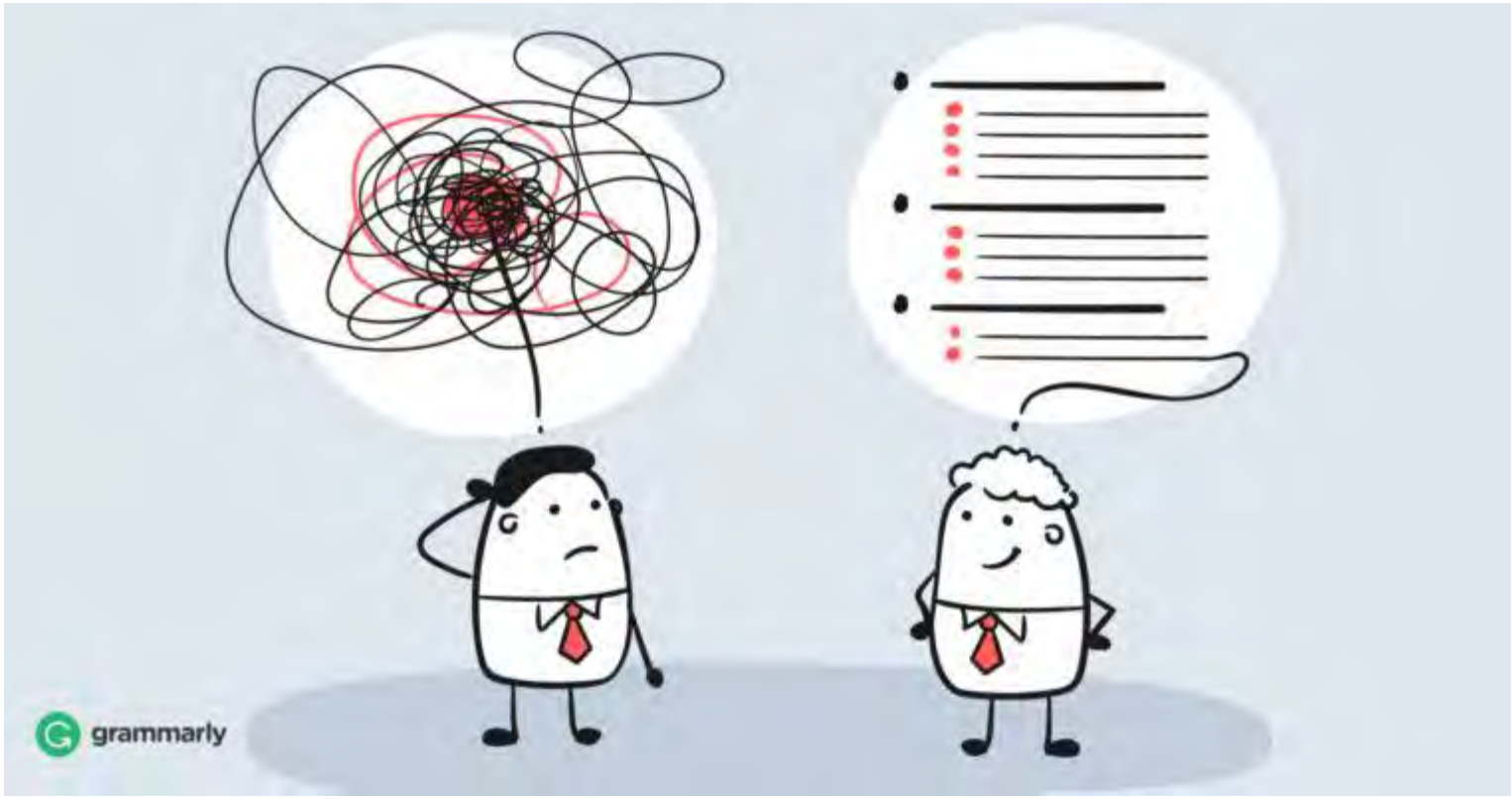


Image from https://www.grammarly.com/blog/how-to-write-outline/

THE UNIVERSITY OF WINNIPEG

Content - Introduction

grabbing opener

Image from https://uxdesign.cc/attention-attention-fe7f3e2e45d5

Image from https://www.mills.ca/sharpie-highlighter-tank-chisel-marker-point-style-fluorescent-yellow-12-dozen--3

Main points

THE UNIVERSITY OF WINNIPEG

Content – Body

Image from https://www.istockphoto.com/search/2/image?mediatype=illustration&phrase=evidence

THE UNIVERSITY OF WINNIPEG

Content - Conclusion

Image from https://www.myperfectresume.com/career-center/resumes/how-to/summary

THE UNIVERSITY OF WINNIPEG

Delivery

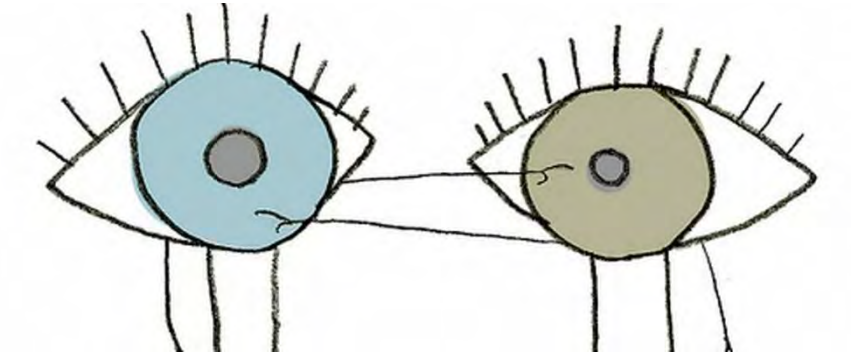


Image from https://synapse.ucsf.edu/articles/2019/04/29/eye-contact-can-be-overwhelming

Image from https://www.entrepreneur.com/article/282524

Image from https://www.youtube.com/watch?v=ZK3jSXYBNak

Image from https://godsofadvertising.wordpress.com/2013/05/20/is-thinking-out-loud-the-same-as-rambling-shut-up-and-listen/

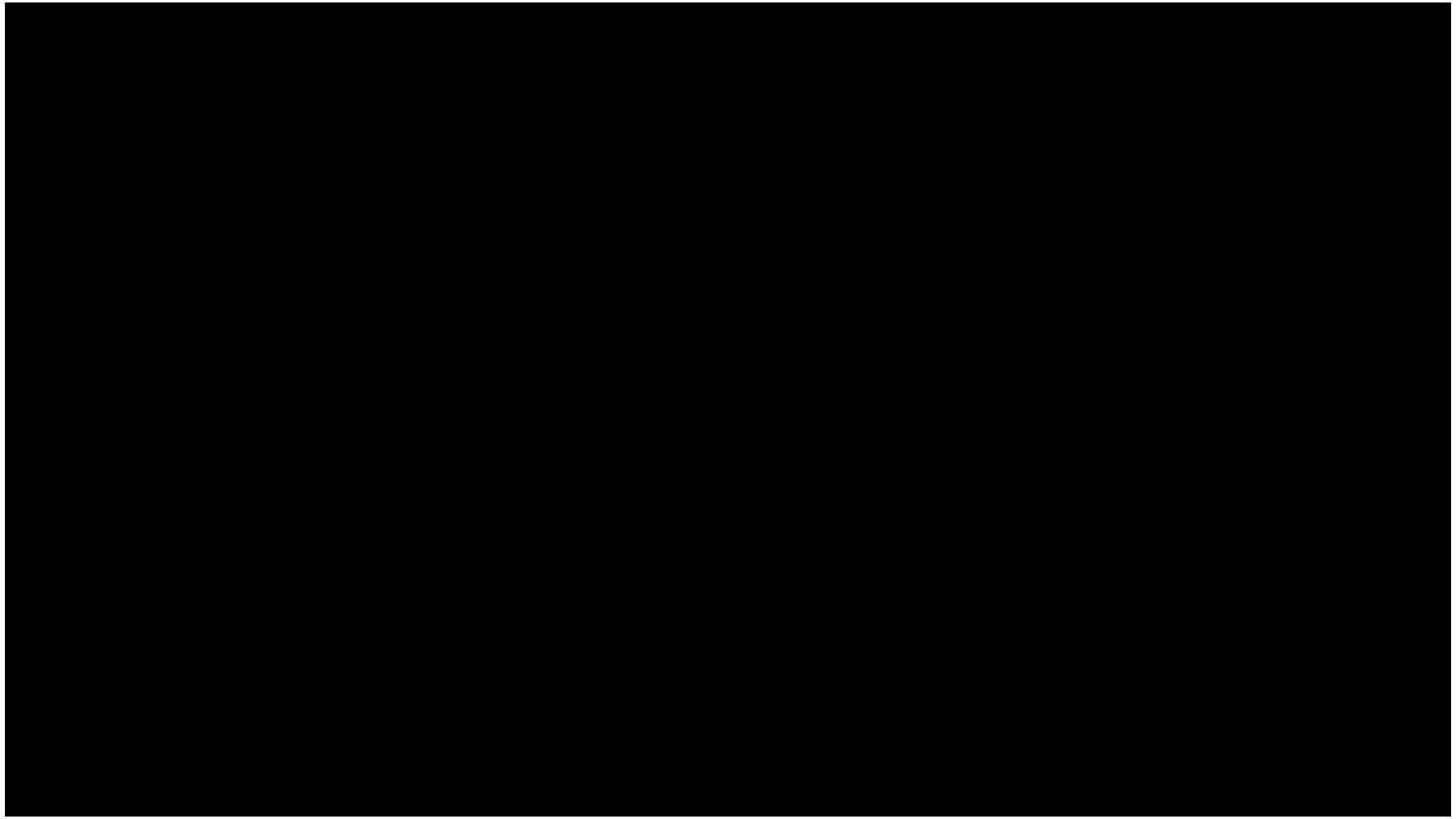
Image from https://www.istockphoto.com/photos/practice

THE UNIVERSITY OF WINNIPEG

https://youtu.be/eLGLtnRopJM?t=12

2:44

4 Scientific Reasons Why Your PowerPoint Presentation Is Bad (and the 2 Tips You Need to Fix It)



THE UNIVERSITY OF WINNIPEG

The Problem with Bullet points

- people will start reading from the top
- won't listen while you talk about the first items
- then they already know what's coming
- so they won't listen for the rest either

Image from https://www.themobilepresenter.com/article.php/bullet-points

THE UNIVERSITY OF WINNIPEG

PowerPoints

> text

- Minimal
- Bullet
- Points

Image from https://theartofeducation.edu/2017/03/01/november-visual-culture-impact-curriculum/

Note-taking

THE UNIVERSITY OF WINNIPEG

THE UNIVERSITY OF WINNIPEG

Note-Taking: Why?

- Active listening
- Retention
- Organization
- Study material

THE UNIVERSITY OF WINNIPEG

Note-Taking Tips

Image from https://creazilla.com/nodes/61102-notebook-clipart

- Organization!
- Paper vs. digital
- Leave space for additions
- Functionality < beauty

Image from https://creazilla.com/nodes/59578-laptop-clipart

THE UNIVERSITY OF WINNIPEG

Abbreviations

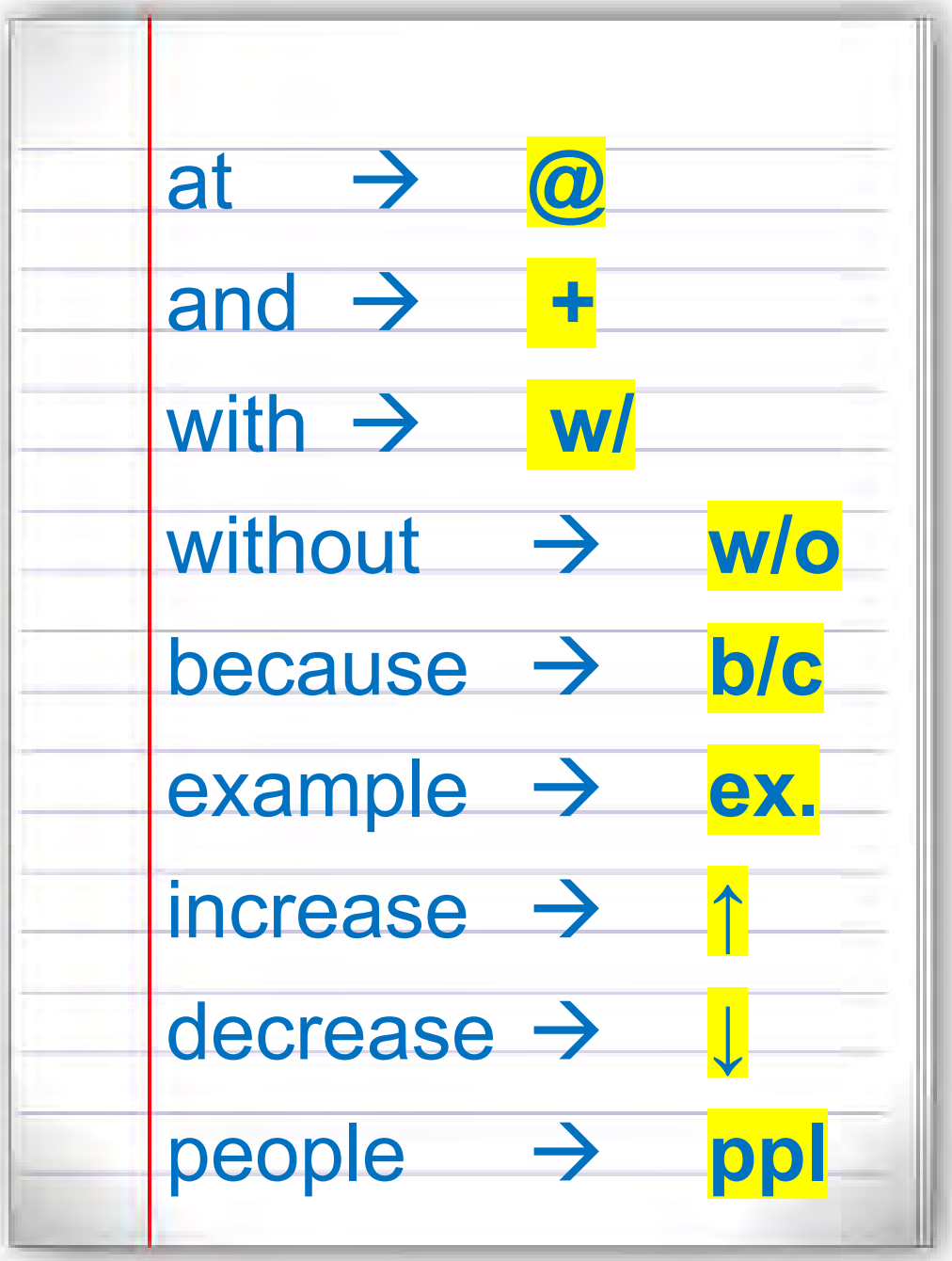


Image from https://ell.stackexchange.com/questions/20818/ambiguity-of-blank-paper-blank-lined-paper-and-lined-paper-which-is-not-b

THE UNIVERSITY OF WINNIPEG

Effective Note-taking

Three steps:

1. Observing
2. Recording
3. Reviewing

THE UNIVERSITY OF WINNIPEG

1. Observing: **Looking** and Listening

Image from https://www.pexels.com/photo/photo-of-man-writing-on-whiteboard-6325948/

Image from https://www.scientificamerican.com/article/students-who-gesture-during-learning-grasp-concepts-better/

THE UNIVERSITY OF WINNIPEG

1. **Observing:** Looking and **Listening**

- Meaning
- Language of the discipline
- Connections to textbook

Image from https://hunterandscribe.com/repeat-after-me-repetition-is-one-of-the-keys-to-succeeding-in-marketing/

THE UNIVERSITY OF WINNIPEG

2. Recording

- Label, date notes
- Use a technique

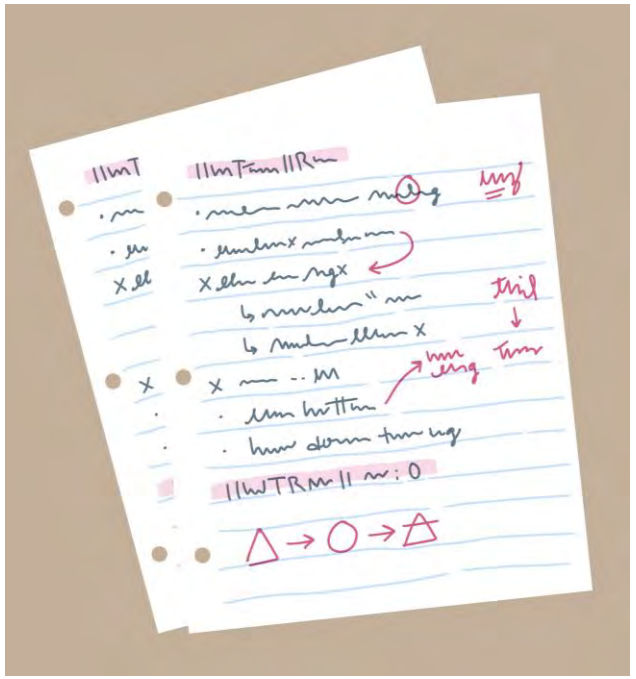


Image from https://www.getclockwise.com/blog/notes-for-work

THE UNIVERSITY OF WINNIPEG

2. Recording

understand

need to review

need help

Image from https://www.officedepot.com/a/products/708586/Sharpie-Accent-Highlighters-Assorted-Colors-Pack/fromLocalBrowse=false

THE UNIVERSITY OF WINNIPEG

Cornell Method

Before class:

1. Format page

- Left: Questions & cues
- Right: Notes
- Bottom: Summary

Cues & Questions	Notes
Summary	

THE UNIVERSITY OF WINNIPEG

Cornell Method

During class:

2. Take notes

- Short-form
- Leave space
- Abbreviations

Cues & Questions	Notes
	Topic: Penguins **Description:** • Torpedo shaped • Flightless • Live in southern regions • 19 species **Size** *Smallest* • little blue • 10 – 12 in. • 2 – 3 lbs. *Largest* • emperor • 36-44 in. • 60 – 90 lbs. **Eat?** • Carnivores • krill(tiny crustaceans), squid, fish **Myths** • Antarctica • cold climates **Truth:** • in every continent in southern hemisphere • Galapagos Penguins live on tropical islands near equator
Summary	

THE UNIVERSITY OF WINNIPEG

Cornell Method

After class:

3. Add cues that will allow you to skim notes

4. Add questions

Cues & Questions	Notes
Description **Habitat**	**Topic: Penguins** • Torpedo shaped • Flightless • Live in southern regions • 19 species
Size	*Smallest* • little blue • 10 – 12 in. • 2 – 3 lbs. *Largest* • emperor • 36-44 in. • 60 – 90 lbs.
Q: what is the average size?	
Eat	• Carnivores • krill(tiny crustaceans), squid, fish
Myths	**Myths** • Antarctica • cold climates
Facts	**Truth:** • in every continent in southern hemisphere • Galapagos Penguins live on tropical islands near equator
Summary	

THE UNIVERSITY OF WINNIPEG

Cornell Method

After class:

5. Summarize **in own words**

Cues & Questions	Notes
Description **Habitat**	**Topic: Penguins** • Torpedo shaped • Flightless • Live in southern regions • 19 species
Size ***Q: what is the average size?***	*Smallest* • little blue • 10 – 12 in. • 2 – 3 lbs. *Largest* • emperor • 36-44 in. • 60 – 90 lbs.
Eat	• Carnivores • krill(tiny crustaceans), squid, fish
Myths **Facts**	**Myths** • Antarctica • cold climates **Truth:** • in every continent in southern hemisphere • Galapagos Penguins live on tropical islands near equator
Summary	Penguins are torpedo shaped flightless birds who live in the southern regions of the world. There are 19 species. The smallest species is the little blue penguin and the largest is the emperor penguin. Their height ranges from 10 to 44 inches in height and 2 to 90 lbs. in weight. They are carnivores who eat krill, squid and fish. Two common myths are they can only be found in Antarctica and in cold climates. In fact, they are found in every southern continent in the southern hemisphere and can be found in warm climates near the equator.

THE UNIVERSITY OF WINNIPEG

Outlining

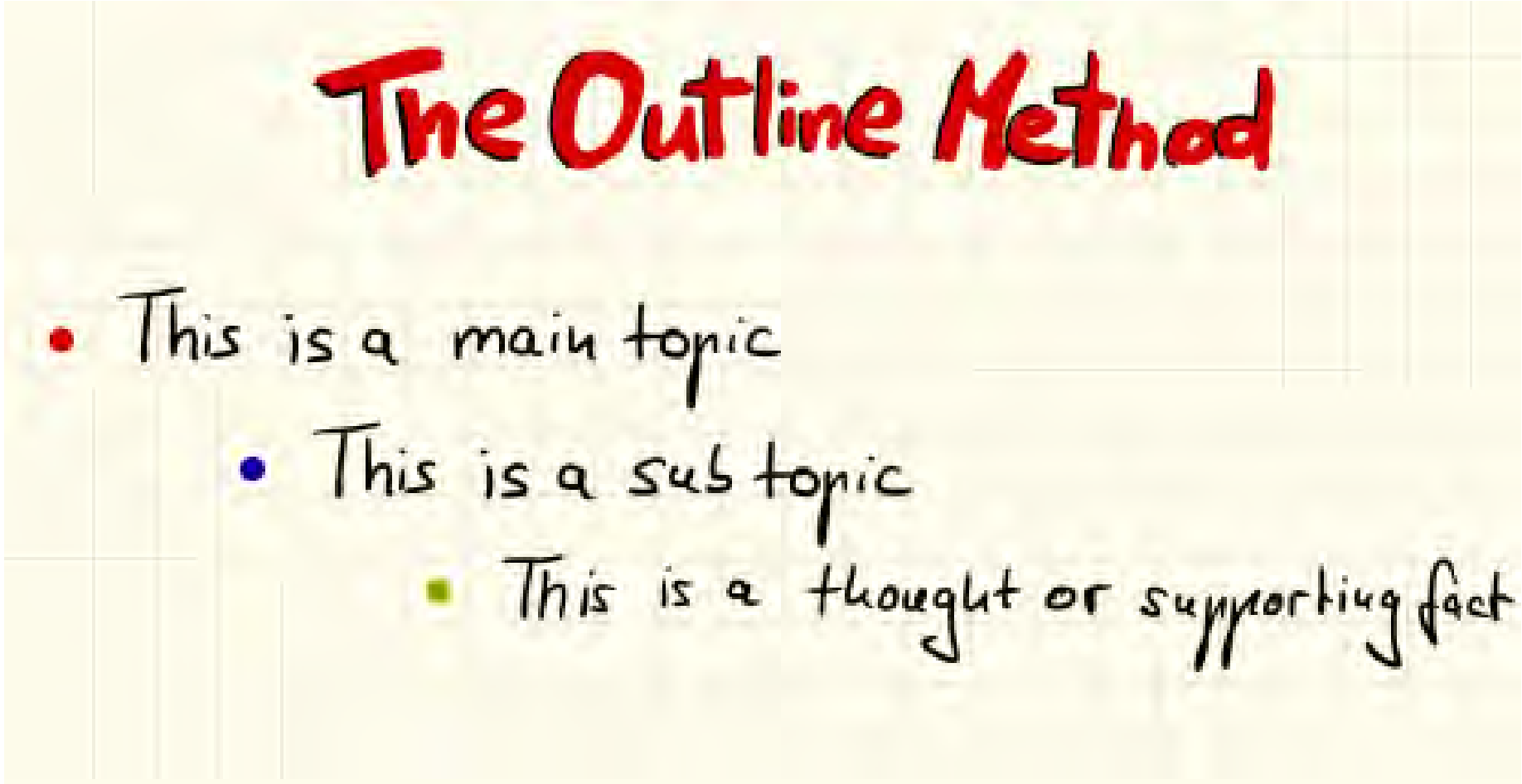


Image from https://medium.goodnotes.com/how-the-outline-note-taking-method-works-f0808ea2cbfa

THE UNIVERSITY OF WINNIPEG

Outlining - Example

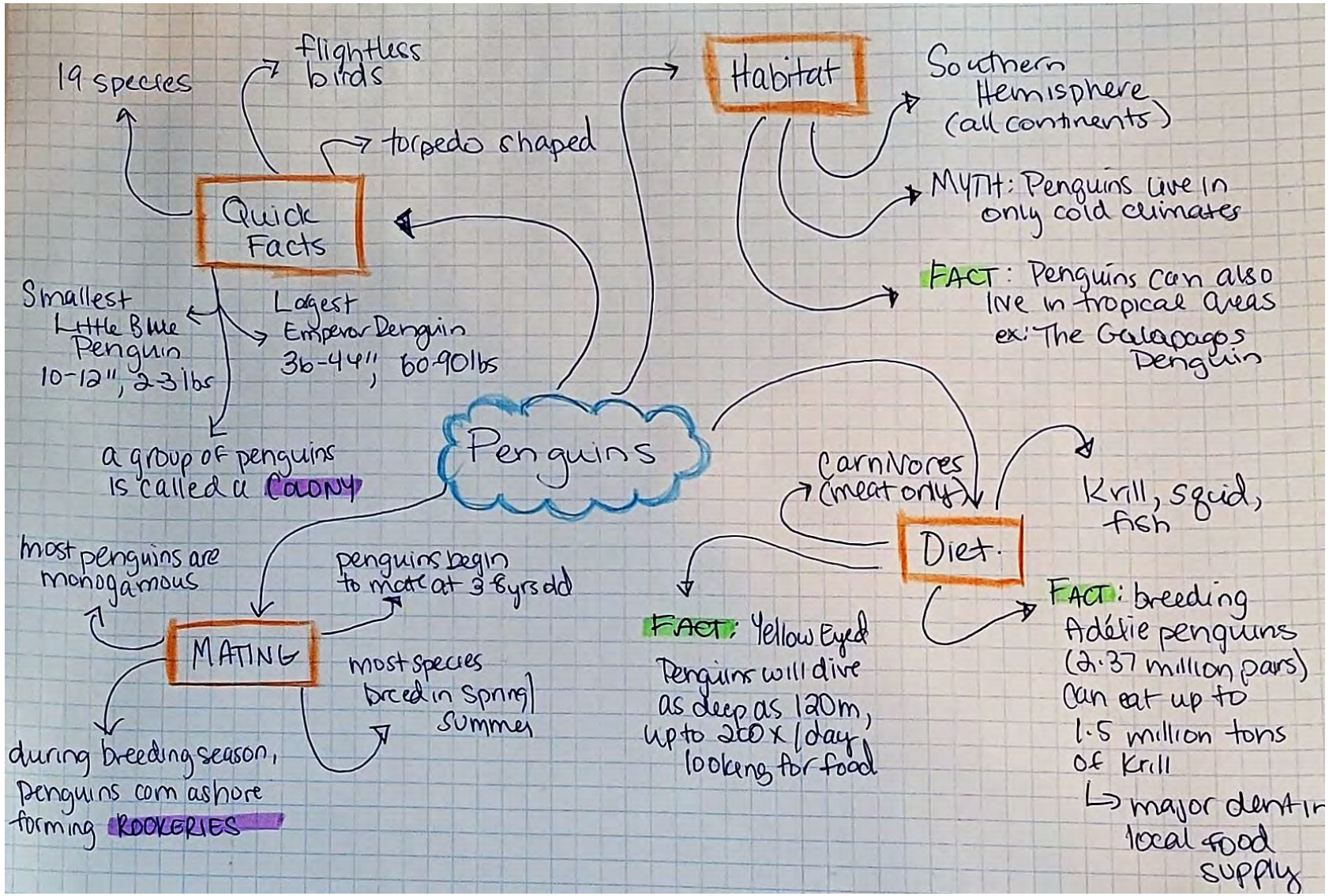
Penguins

- Size
  - Smallest = Blue penguin
    - 10-12", 2-3 lbs
  - Largest = Emperor Penguin
    - 36-44", 60-90 lbs

THE UNIVERSITY OF WINNIPEG

Mind Mapping

Visualize connections



Sample Mind Map

THE UNIVERSITY OF WINNIPEG

THE UNIVERSITY OF WINNIPEG

Online Note-taking

THE UNIVERSITY OF WINNIPEG

3. Reviewing

Within 24 hours…

- Post-class edit
- Fill in blanks
- Set study goals

Weekly study reviews

THE UNIVERSITY OF WINNIPEG

Summary

Prepare to participate,
effort counts

Practice, practice, practice
presentations!

Stay organized,
review regularly

THE UNIVERSITY OF WINNIPEG

Resources

Academic and Career Services

advising@uwinnipeg.ca

Accessibility Services

accessibility@uwinnipeg.ca

Student Wellness Centre

studentwellness@uwinnipeg.ca

THE UNIVERSITY OF WINNIPEG

Student Success Coaching

- Meet with Student Success Coaches
- Learn/practice skills such as:
  - Assignment Outlines
  - Time Management
  - Exam Prep
  - Etc.
- Scan QR code and submit the Intake Form to be connected with a Coach

THE UNIVERSITY OF
WINNIPEG