

LEARNING SKILLS WORKSHOPS: FALL 2009

FREE WORKSHOPS FOR STUDENTS, STAFF & INSTRUCTORS!

WORKSHOP	DATE	TIME	LOCATION	PRESENTER
Note-Taking Skills	Tues. 9/1	10:00-11:00am	Main 307	Anne Allgyer
Study Smarter	Thurs. 9/3	10:00-11:00am	Main 232N	Mary Kay Mowrer
Career Planning Workshop [pre-registration required]	Thurs. 9/3	1:00-2:00pm	Main 307	Lorie Sonnen
Study Smarter	Wed. 9/9	3:00-4:00pm	Main 232N	Mary Kay Mowrer
Time Management	Thurs. 9/10	12:00-1:00pm	Main 232N	Robyn Kemple-Keports
Note-Taking Skills	Mon. 9/14	3:00-4:00pm	Main 307	Anne Allgyer
Math Anxiety	Tues. 9/15	12:30-1:30pm	Main 232N	Patrice Beittel/Lisa Herr
Internships 101	Wed. 9/16	1:00-2:00pm	Main 232N	Ricole Herman
Which Fork Do I Use – Real life Etiquette	Mon. 9/21	12:00-1:00pm	Main 232N	Ricole Herman
Need a Health Career...Stat?	Wed. 9/23	12:00-1:00pm	Main 307	Susan Herr
Time Management	Wed. 9/23	5:00-6:00pm	Main 232N	Robyn Kemple-Keports
Career Assessment/Exploration via the Internet	Wed. 9/30	12:00-1:00pm	Main 307	Lorie Sonnen
Career Assessment/Exploration via the Internet	Wed. 9/30	5:00-6:00pm	Main 307	Lorie Sonnen
Math Anxiety	Tues. 10/6	5:00-6:00pm	Main 232N	Patrice Beittel/Lisa Herr
Resume Workshop	Thurs. 10/15	5:00-6:00pm	Main 232N	Lorie Sonnen
Resume Workshop	Mon. 10/19	2:30-3:30pm	Main 232N	Lorie Sonnen
Internships 101	Tues. 10/20	5:00-6:00pm	Main 232N	Ricole Herman
Preparing an Effective Job Search	Wed. 10/28	4:30-6:00pm	Main 232N	Lorie Sonnen
Reading Strategies	Tues. 11/3	10:00-11:00am	Main 232N	Lori Corradino
Basic Computer Skills – Setting Up a Paper in MLA	Wed. 11/4	10:00-11:00am	Main 307	Lori Corradino
Which Fork Do I Use – Real life Etiquette	Wed. 11/4	5:00-6:00pm	Main 232N	Ricole Herman
PowerPoint Basics	Thurs. 11/5	3:00-4:00pm	Main 307	Lori Corradino
PowerPoint Basics	Mon. 11/9	10:00-11:00am	Main 307	Lori Corradino
Basic Computer Skills – Setting Up a Paper in MLA	Mon. 11/9	3:00-4:00pm	Main 307	Lori Corradino
Preparing an Effective Job Search	Tues. 11/10	2:00-3:30pm	Main 232N	Lorie Sonnen
Revitalize Your Resume – Walk-in event	Wed. 11/11	12:00-6:00pm	Main 221	Lorie Sonnen
Test Taking Tips	Thurs. 11/12	10:00-11:00am	Main 307	Lori Corradino
Dual Admission / Transfer Information	Mon. 11/16	12:00-1:00pm	Main 307	Jennifer Alleman
Internships 101	Mon. 11/16	12:00-1:00pm	Main 232N	Ricole Herman
Dual Admission / Transfer Information	Mon. 11/16	5:00-6:00pm	Main 307	Jennifer Alleman
Dual Admission / Transfer Information	Tues. 11/17	12:00-1:00pm	Main 307	Jennifer Alleman
Dual Admission / Transfer Information	Thurs. 11/19	5:00-6:00pm	Main 307	Jennifer Alleman

Note: Main 232N is located in the Learning Center at the back of the Library.

For more information ...turn over

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So, what's this workshop all about?

BASIC COMPUTER SKILLS: Setting Up A Paper in MLA: For beginners...learn how to set up & save documents in MLA – using Microsoft 2007.

CAREER ASSESSMENT/EXPLORATION VIA THE INTERNET: Discover internet resources available to help you identify career interests and skills.

CAREER PLANNING: Examine your unique qualities and establish your career plan! REGISTRATION REQUIRED! You must first complete a career assessment tool before attending this workshop – sign up for this workshop in room Main 221.

DUAL ADMISSIONS & TRANSFER INFORMATION SESSION: Learn about transfer strategies and information regarding the Dual Admissions Program.

INTERNSHIPS 101: Learn how to search, apply and interview for internships. Discover what to expect before, during and after. All students welcome.

MATH ANXIETY: Discover effective strategies and suggestions for dealing with math anxiety, studying for math, and reading math texts.



NEED A HEALTH CAREER...STAT? Discover some non-credit, diploma, and certificate healthcare careers which could get you into the workforce quickly, including information on how to get started.

NOTE-TAKING SKILLS: Learn valuable tips and techniques for taking effective notes in all your classes.

PLANNING AN EFFECTIVE JOB SEARCH: There's no second chance to make a first impression – learn key strategies to help you plan for an interview and make a positive first impression.

POWERPOINT BASICS: Check out the basics of PowerPoint and learn how to create presentations and print handouts – in Microsoft 2007.

READING STRATEGIES: What did I just read? Learn an effective strategy to help you interact with your reading assignment to reduce “re-reading”.

RESUME WORKSHOP: Get help designing an effective resume or get answers to your resume questions.

REVITALIZE YOUR RESUME: Walk-in Event: Drop by Main 221 to improve your resume with the help of critique from counselors.

STUDY SMARTER: Make the most of your study time. Learn valuable tips and strategies to help you study smarter, not harder.

TEST TAKING TIPS: Test taking made simple. Join this session to review and practice some general test taking strategies and tips.

TIME MANAGEMENT: Make the most of your time. Learn helpful time management strategies to make college more manageable.

WHICH FORK DO I USE? REAL LIFE ETIQUETTE: This session is a real-life guide to all types of etiquette.

Presented by the Office for Academic Success and Retention Services of the Lancaster Campus.

For more information ...turn over