GST 1000 - Reading and Study Skill Improvement
Fall, 2013

Instructor:	**Mrs. Shilpa Maheshwari**
Course Location:	**Buzzard Building 1302**
Meeting Days:	**M, T, W, and R.**
Credit:	**2-2-2 does not count toward graduation, but does toward GPA**
Office:	**1325 Buzzard Building, Reading Center**
Office Hours:	**12:15 -1:00 p.m. (M/W): 11:00 -12:15 p.m. (T/TR)**
Phone:	**Office - (217) 581-8551**
Email:	**smaheshwari@eiu.edu**

Text and Resources: **Essential Study Skills: Seventh Edition**
By Linda Wong

Townsend Press – Ten Steps to Advanced Reading
http://www.townsendpress.net/apps/tpexercises/booktest.php?bk=19&tst=1201

Required Supplies:
1. One three-ring binder for 11x 8 1/2 college-ruled paper
2. College wide paper to fit the above
3. One set of notebook divider sheets (5 sheets)
4. One book of your choice; novel, biography, autobiography, etc. (non-instructional book)

Course Objectives:
The student will:
--Demonstrate growth in reading as measured by the Nelson-Denny Reading Test
--Demonstrate improvement in reading efficiency
--Improve ability to comprehend college-level reading materials
--Develop vocabulary skills necessary for success in college and the workplace
--Develop efficient note-taking skills from lectures, texts, and other reading materials
--Develop time management strategies necessary for success in college
--Develop memory-training techniques
--Develop test-taking strategies
--Improve listening skills

Catalog Description:
Learning principles as they apply to the development of efficient study skills: emphasis on reading instruction designed to improve comprehension and rate.

Course Rationale:
Based on the rationale that "The reader makes the printed communication happen releasing the magic that causes words on the page to leap into living thoughts, ideas, and emotions." (Epstein & Nieratka). This course is designed to improve the study skills of students with special emphasis on

reading comprehension. Such an improved reading ability will therefore prepare students to be successful as college students in all their coursework.

Course Requirements:

1. Since the structure of the course is skill oriented and not content oriented, two important requirements for the course are **<u>class attendance and active participation</u>**.
2. The student is expected to complete course assignments and to apply the various reading and study strategies to other course assignments.

Evaluation:

1. The student will be expected to show reasonable progress in each of the following areas:
    a. Knowledge of effective study strategies
    b. Ability to apply effectively, reading and study strategies
    c. Improvement in both vocabulary and reading efficiency
2. Students will receive a letter grade (A through F) based upon the following:
    a. Attendance and class participation
    b. Class assignments and tests
3. The following grading standard will be used on most assignments:
    a. 4 pts – outstanding work on all points of criteria
    b. 3 pts –average work on all points of criteria
    c. 2 pts –work shows marked deficit on all points of criteria
    d. 1 pt -- inadequate work on all points of criteria
    e. 0 pt -- work not submitted or does not meet intent of assignment
4. Points will be averaged together for all assignments, tests, and other requirements and graded as follows:
    a. 100% - 90% A
    b. 89% - 80% B
    c. 79% - 70% C
    d. 69% - 60% D
    e. 59% -below F
5. Students will receive a letter grade (A through F) based upon the following:

    Attendance and class participation

    - 4 points are awarded to students for participation in activities
    - If you are not in attendance, no participation points will be awarded, nor can they be made up: **CLASS ATTENDANCE IS ESSENTIAL TO A PASSING GRADE IN THIS CLASS! Students with extended absences due to an illness or other unforeseen circumstances must speak with the professor and provide verification.**

    ****Final Grade: Points will be averaged together for participation, quizzes, projects, and tests and graded on the scale above.**

<u>Reading for pleasure</u>: The books that the student will read have to be 300-350 pages. This book must be read for the entire semester. At the end of the semester a presentation and a book report is required from each student. If the student copies any work from the internet or

other source and is not an original work of the student it will result in the student failing the class.

Plagiarism: Plagiarism is copying someone else's work as if it is your own without providing proper acknowledgement. Eastern Illinois University considers plagiarism a serious offense under its student conduct code, and the penalty can be as serious as expulsion from school. Copying from internet, other sources will result in failing this class.

Assignments: All assignments are due on the day and time of class meeting. No late assignments are accepted in this class. NO EXCEPTIONS. Students are responsible for their own grade.

Quizzes: Weekly quizzes are posted on D2L on Thursday at 4:00 p.m. for completion over the weekend. These quizzes are to be taken by students and submitted by Monday morning at 8:00 a.m. on D2L. The quizzes drop box on D2L will close at 8:00 a.m. by Monday morning. The students who fail to take these quizzes will not be allowed any extra time. NO EXCEPTIONS. These quizzes are multiple choice, short Q/A, T/F, Fill-in-Blanks. The quizzes are 10-15 points each.

*****Students with a Disability:*** *If you have a disability or think you may have a disability under ADA, please contact* ***Kathy Waggoner in the Office of Disability Services at 581-6583. Also, please advise me of such a disability and special provisions made by the Office of Disability Services. Thank-you.***

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Instructor: **Mrs. Shilpa Maheshwari**
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Tentative Schedule		**Assignments: possible points**

(All assignments and readings should be completed by the end of each week to which they were included, unless specified otherwise.)

Week 1		
M	Introduction to class	
T/W	Introduction to Syllabus D2L training in class	Start 3- Ring Binder
R	Library Day	Read Ch. 4 (p. 86-116)
Week 2		
M	Time Management/Goal Setting	Ch. 4/ Weekly Schedule (4)
T	Introduction to Reading/Topics	Introductory Selection (4)
W	Group Work/Discussion	Group Charts (4)
R	Reading For Pleasure	Reading Summary (4) Quiz Ch. 04 (p. 86-116); Review P. 114
Week 3		
M	**Labor Day- No School**	Read Ch. 1(p.2-19; 23-33)
T	Reading Skills	Reading Selection (4)
W	Discovering & Using Your Learning Styles	Ch.1 PP & discussion in class
R	Reading for pleasure in **class**	Reading Summary (4) On-line Quiz Ch. 1 (p.5-19; 24-30); review p.32, 33
Week 4		
M/W	Text-Reading Strategies / SQ4R --Organizing and Analyzing Rdg.	Read Ch. 8 ((p. 228-231)
T	Reading Skills/Main Ideas	Reading Selection (4)

R	Reading for Pleasure	Reading Summary (4)
	(Log on D2L; Refer to P. 3 of syllabus)	On-line Quiz Ch. 8 (p. 228-231)

Week 5

M/W	**Organizing Textbook Info**	
	--Graphic Organizers	Ch. 11 (p318-346)
	--Synthesizing your reading	
	Concept cards	
	Semantic maps/webs	
	H-Map	
	Contrast/Comparison charts	
	Charts/Graphs	
T	Reading Skills	
R	Reading for pleasure class	Reading Summary (4)
	(Log on D2L; Refer to P.3 of syllabus)	On-Line Quiz

Week 6

M/W	Note-Taking Strategies	
	--Cornell Method of Note-taking	
	--Questioning Strategies (higher-order)	Read Ch. 9 ((p. 253-254; 261-266)
T/R	Reading Skills /Study	
	Reading for pleasure class	Reading Selection (4)/Reading Summary (4)
		On-Line Quiz

Week 7

M/W	Test-Taking Strategies/	Read – Ch. 6 (p.152-172); (179-186)
	Memory Strategies	
T/R	Reading Skills	
	--Identifying Supporting Details	Reading Selection (4)/ Reading Summary (4)

Week 8

M	Test-taking Strategies/Relieving	Study Guide
	Test-anxiety / Review for midterm	
W	**Midterm Exam**	
T/R	Reading Skills /Critical Reading	Reading Selection (4)/Reading Summary (4)

Week 9

M/W	Greek/Latin Word Parts	Vocabulary Packet (4)
		Latin Root Packet (8)
T/R	Reading/Voc. Skills/Argument	Reading Selection (4)
		Reading Summary (4)

Week 10

M/W	Speed Reading Drills	Speed Packets 1 &2 (4 pts. ea)
T/R	Reading/Voc. Skills/Inference	Reading Selection (4)/Reading Summary (4)

Week 11

M/W	Grammar Exercises	
T/R	Reading Skills/Character analysis	Reading Selection (4)/Reading Summary (4)

Week 12

M/W	Book on Hero	Student reads a story from the book & creates a presentation
T/R	Reading Skills/ Recognizing Tone	Reading Selection (4)/Reading Summary (4)

Week 13

M/W	Book on Hero	Presentation on Hero's
T/R	Reading/Voc. Skills	Reading Selection (4)/Reading Summary (4)

Week 14

M/W	Troublesome word Pairs	Exercise 2 & 3
T	**Preparation for Book Presentation**	
R	**Nelson- Denny Test**	

Week 15

Thanksgiving Break	**25th Nov. – 29th Nov.**

Week 16

Book Presentations (Details for Book Presentation will be given in class at a later date)	**Class Presentations (25 pts.)**

Week 17

Finals Week	**Finals are a must to pass this class. Check Academic calendar for exam schedule**