

## Prince Learning Study and Note Taking Skills Program Outline

### I. Introductions and Assessments

- **Tailor work** to meet clients' needs and goals
- **Students self-assess** strengths and weaknesses on study, note taking, reading, and learning skills
- **Assess** multiple intelligences; learn how to use your strongest intelligences to study, learn, remember, and test at higher levels.
- **Overview of materials** in my exclusive guide, applying most relevant study and note taking skills to students' coursework

### II. Essential Study Skills

- **Concentration improvement:** apply relevant tips and techniques from article in guide
- **Pre-read for organization:** preview textbooks, chapters, articles, narrative works, courses
- **Activate background knowledge** from coursework, experience, media, work, and travel
- **Question** all titles, headings, captions, and graphics, and read to answer your questions
- **Seven step Active learning method:** organize information and notes by importance

### III. Mental and Physical Preparation

- **Anxiety reduction for tests:** Go over article in guide; **ASSIGN** practice
- **Nutritional preparation:** Cover article in guide, focusing on “brain food” breakfasts and snacks; **ASSIGN** journal to track how alert, bright, and satiated students feel

### IV. Note Taking from Textbook and Nonfiction Book Chapters

- **Structuring** a textbook chapter, example provided
- **Marginal notetaking** in a textbook chapter, example provided

### V. Note Taking for Entire Books and Courses

- **Master structure** for complete textbooks and nonfiction books, example provided
- **Charting** entire courses, examples provided

### VI. Note Taking for Narrative Works—Fiction or Biography

- **Essential comprehension questions** for narrative works, examples provided
- **Chapter summaries** from novel, examples provided
- **Chart** for complete novel or biography, example provided

### VII. Listening and Note Taking from Spoken Word Presentations

- **Effective listening** do's and don'ts
- **Note taking** for lectures, speeches, and presentations, example provided

### VIII. Strategies for Multiple-Choice Test Questions

- General and reading strategies for all multiple-choice tests

### IX. Alternative Programs Available

- **Remote** tutoring available worldwide; **in-person** tutoring in San Francisco
- Program may be supplemented or combined with speed-reading, standardized test prep (SAT, ACT, and others), and/or, grammar, writing, and vocabulary improvement

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