



**El Camino College**  
**COURSE OUTLINE OF RECORD – Official**

<b>Course Acronym:</b>	PASS
<b>Course Number:</b>	505
<b>Descriptive Title:</b>	Study Skills for College
<b>Division:</b>	Library and Learning Resources
<b>Department:</b>	Pathways to Academic Success
<b>Course Disciplines:</b>	Pathways to Academic Success
<b>Catalog Description:</b>	This noncredit class is designed to provide a quick foundation in the skills and habits that will assist you in your academic goals. This course will cover strategies for time management, notetaking, and studying.
<b>Prerequisite:</b>	
<b>Co-requisite:</b>	
<b>Recommended Preparation:</b>	
<b>Enrollment Limitation:</b>	
<b>Hours Lecture (per week):</b>	.5
<b>Hours Laboratory (per week):</b>	0
<b>Outside Study Hours:</b>	1
<b>Total Course Hours:</b>	9
<b>Course Units:</b>	0
<b>Grading Method:</b>	Pass/No Pass Only
<b>Credit Status:</b>	Non Credit
<b>Transfer CSU:</b>	
<b>Effective Date:</b>	
<b>Transfer UC:</b>	
<b>Effective Date:</b>	
<b>General Education: ECC</b>	
<b>Term:</b>	
<b>Other:</b>	
<b>CSU GE:</b>	
<b>Term:</b>	
<b>Other:</b>	
<b>IGETC:</b>	
<b>Term:</b>	
<b>Other:</b>	

<p><b>Student Learning Outcomes:</b></p>	<p><b>SLO #1 Study Skills</b> Students will be able to identify a variety of basic study techniques and habits for improving success in a college class.</p> <p><b>SLO #2 Memorization Strategies</b> Students will be able to identify various basic memory recall and recognition strategies and techniques that could be used to improve recall results in a class setting.</p> <p><b>SLO #3 Organization</b> Students will learn basic methods for organizing and goal setting for success in an academic environment.</p>
<p><b>Course Objectives:</b></p>	<ol style="list-style-type: none"> <li>1. Describe a technique that could be used for improving study habits in a college course.</li> <li>2. Identify a useful method for aiding in memory recall.</li> <li>3. Develop a strategy to organize course work during an average semester.</li> </ol>
<p><b>Major Topics:</b></p>	<p><b>I. Knowing yourself as a learner (3 hours, lecture)</b></p> <ol style="list-style-type: none"> <li>A. Understanding methods of using visual, motor, and auditory learning modalities.</li> <li>B. Combining learning styles for better outcomes.</li> <li>C. Reviewing services on campus to compliment and enhance learning styles.</li> </ol> <p><b>II. Notetaking and study strategies (2 hours, lecture)</b></p> <ol style="list-style-type: none"> <li>A. Understanding and utilizing methods for how to take effective notes in class.</li> <li>B. Reviewing and implementing reading strategies for class assignments.</li> <li>C. Developing critical listening for better memorization</li> <li>D. Memorization Techniques.</li> </ol> <p><b>III. Managing time and prioritizing (2 hours, lecture)</b></p> <ol style="list-style-type: none"> <li>A. Developing a weekly schedule, know what you value, and how you spend your time.</li> <li>B. Strategies for preventing procrastination.</li> <li>C. Establishing academic goals weekly, monthly and for an academic term.</li> <li>D. Taking responsibility for your time and developing priorities.</li> </ol> <p><b>IV. Memorization techniques (2 hours, lecture)</b></p> <ol style="list-style-type: none"> <li>A. Utilizing distributive practices</li> </ol>

	B. Mnemonics for associating subject material C. Visual and spatial techniques
<b>Total Lecture Hours:</b>	9
<b>Total Laboratory Hours:</b>	0
<b>Total Hours:</b>	9
<b>Primary Method of Evaluation:</b>	2) Problem solving demonstrations (computational or non-computational)
<b>Typical Assignment Using Primary Method of Evaluation:</b>	Develop a study plan in preparation for a test to be given in your class in four weeks.
<b>Critical Thinking Assignment 1:</b>	In a one-page paper, identify and explain the challenges you face in completing academic work and test taking.
<b>Critical Thinking Assignment 2:</b>	Select one method for improving your ability to memorize course material. Develop a five-minute oral presentation explaining how you plan to utilize that method for an upcoming exam.
<b>Other Evaluation Methods:</b>	Homework Problems; Journal kept throughout course; Written Homework
<b>Instructional Methods:</b>	Demonstration, Discussion, Group Activities, Lecture, Multimedia presentations
<b>If other:</b>	
<b>Work Outside of Class:</b>	Answer questions; Problem solving activity; Required reading; Skill practice; Study
<b>If Other:</b>	
<b>Up-To-Date Representative Texts:</b>	College Success: <a href="https://openstax.org/details/books/college-success">https://openstax.org/details/books/college-success</a> Walter Pauk. How to Study in College, 11th ed. Cengage, 2014 (Discipline Standard)
<b>Alternative Texts:</b>	Amy Baldwin, College Success, Openstax.com, March 2020
<b>Required Supplementary Readings:</b>	
<b>Other Required Materials:</b>	
<b>Requisite:</b>	
<b>Category:</b>	
<b>Requisite course(s): List both prerequisites and corequisites in this box.</b>	
<b>Requisite and Matching skill(s): Bold the requisite skill. List the corresponding course objective under each skill(s).</b>	
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<b>Requisite Skill and Matching Skill(s): Bold the requisite skill(s). If applicable</b>	

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<b>Enrollment Limitations and Category:</b>	
<b>Enrollment Limitations Impact:</b>	
<b>Course Created by:</b>	Gary Medina
<b>Date:</b>	04/30/2021
<b>Original Board Approval Date:</b>	12/14/2021
<b>Last Reviewed and/or Revised by:</b>	Gary Medina
<b>Date:</b>	04/30/2021
<b>Last Board Approval Date:</b>	04/15/2024
<b>Effective Term:</b>	FALL 2025