

## C-NET-C District Training Session Syllabus

District Trainer's Name: Mary Smith

Training Date: August 23, 2003

Training Location: University of Nevada, Reno

Using a Textbook to Reduce Your Study Time

- Understanding the different components of each chapter through objectives and review questions while utilizing the appendices.
- Understanding the importance of chapter outlines and utilizing them for study guides

8:00-10:00 am	Break Down of a Chapter Students learn how the chapter is structured. From this, the students should take away: <ul style="list-style-type: none"><li>-Using objectives for Review</li><li>-Using headers as test material</li><li>-Reviewing questions as a test guide</li><li>-Summarizing as a check of reading</li></ul>
10-10:30 am	Break
10:30-12:00 pm	Appendices and How to Use the Information Students review the information provided and learn how tables can help enhance your learning. Students should learn: <ul style="list-style-type: none"><li>-Using a table</li><li>-Converting table work</li></ul>
12:00-1:00 pm	Lunch
1:00-3:00 pm	Using Objectives as a Comprehensive Understanding Students should learn what the objectives of chapter are and should be aware of these while reading the chapter. Students should learn: <ul style="list-style-type: none"><li>-Using key words and how to scan for these while reading</li><li>-Developing the main ideas of the chapter</li></ul>
3:00-3:30 pm	Break
3:30-5:00 pm	Review Questions as a Test Guide Students at this point should feel comfortable with the information and shall use the questions for review for the test. Students should be able to answer the questions easily. The student should answer these questions after reading the chapter. The night before a test, the student should review these questions.

7 Total Hours of Training (Excluding Breaks and Lunch)

*District Trainer's payment for these hours is dependent upon detailed and legible completion of this form, report, and participant evaluations.*