I. Course Number: English 1 Credit: 3 units

II. Course Title: Study and Thinking Skills in English Pre-requisite: None

III. Course Description:
This course aims to develop students’ thinking and reading skills for academic study. It is divided into three parts. The first part deals with the course orientation and introduction to thinking and study skills. The second part deals with reading techniques. The third part deals with graphic materials.

IV. Course Objectives: At the end of the course, the students can:

A. Cognitive (Knowledge):
1. Identify the different study and thinking skills.
2. Identify the information contained in different library materials.
3. Discuss the principles of effective writing.
4. Explain the different reading techniques.
5. Relate thinking, reading and writing skills.

B. Affective (Attitude):
1. Show appreciation of the interrelationship of the reading, thinking and writing skills.

C. Psychomotor (Skills):
1. Locate materials in the library.
2. Read varied texts using different techniques.
3. Apply the principles of unity, coherence and emphasis in writing paragraphs and essay.
4. Develop paragraphs using varied methods.
5. Write a long essay.

V. Course Outline

<table>
<thead>
<tr>
<th>Contents</th>
<th>No. of Hours</th>
</tr>
</thead>
<tbody>
<tr>
<td>A. Using the library effectively</td>
<td></td>
</tr>
<tr>
<td>1. Kinds of reading material</td>
<td>2</td>
</tr>
<tr>
<td>2. Sections in the Library</td>
<td>2</td>
</tr>
<tr>
<td>3. The Library Classifications</td>
<td>2</td>
</tr>
<tr>
<td>4. The Card Catalog</td>
<td>2</td>
</tr>
<tr>
<td>5. On-line Services</td>
<td>2</td>
</tr>
</tbody>
</table>
B. Effective reading techniques
1. Skimming 2
2. Scanning 3
3. Getting the main idea 2
4. Getting meaning from context clues 3
5. Noting details 2
6. Making inferences 3
7. Predicting outcomes/predictions 3
8. Drawing conclusions 2
9. Paraphrasing 2
10. Summarizing 3
11. Distinguishing fact from opinion 2
12. Organizing information into an outline 4
13. Improving comprehension through semantic webbing 2

C. Graphic materials
1. Reading graphic materials 3
2. Cartoon 1
3. Diagram 1
4. Tables 2
5. Organizational chart 2
6. Using flow sheets/flow charts 2

Total 54 hours

VI. References

A. Books


B. Web Resources


