Essential Study Skills

(What Every Student Should Know)

Mark Pennington M.A. Education (Reading Specialist)

Pennington Publishing El Dorado Hills, CA Congratulations on your purchase of Essential Study Skills.

COPYRIGHT © 2009, 2017 Pennington Publishing

Printed in the United States of America

NOTICE TO THE READER

All rights reserved Pennington Publishing 2009. Permission is hereby granted to the individual purchaser to reproduce student materials in this book for noncommercial individual or classroom use only.

Some materials in this book have been previously published in *Teaching Reading Strategies* ©2008, 2017 *Teaching Spelling and Vocabulary* ©2002, *Teaching Writing Strategies* ©2003, and *Teaching Grammar and Mechanics* ©2005 all published by and available through Pennington Publishing.

The book is licensed to one teacher and copies made be made or lessons used online for the class or classes directly supervised by that one teacher. The contents of the book may not be stored on a computer network or on individual computers in a computer lab that more than one teacher uses. In other words, multiple teachers require the purchase of multiple books. Contact the publisher for discount site licenses.

Other than the heretofore specified limited permission for reproduction, the text of this publication, or any part thereof, may not be reproduced or transmitted in any form or by any means, electronics or mechanical, including photocopying, recording, storage in an information retrieval system, or otherwise, without prior written permission of the publisher.

The Publisher makes no representation or warranties of any kind, including but not limited to, the warranties of fitness for particular purpose or mechantability, nor are any such representations implied with respect to the material set forth herein, and the publisher takes no responsibility with respect to such material. The publisher shall not be liable for any special, consequential, or exemplary damages resulting, in whole or part, for the readers' or students' reliance upon, this material.

Mark Pennington Pennington Publishing

Essential Study Skills

(What Every Student Should Know)

Table of Contents

Sections	Pages
Introduction from the Author's Children	
Motivational Study Skills	
How to Get Motivated. How to Prevent Procrastination. How to Set Goals. How to Develop a Positive Mental Attitude.	6–8 9–11
Organization and Time Management Study Skills	
5. How to Create a Home Study Environment.6. How to Get Organized for Homework.7. How to Complete a Daily Review.8. How to Manage Time for Homework.	18–20 21–23
Reading Strategy Study Skills	
9. How to Choose Books for Independent Reading 10. How to Develop Good Reading Habits. 11. How to Improve Oral Reading Fluency. 12. How to Improve Silent Reading Fluency. 13. How to Read Interactively. 14. How to Improve Reading Comprehension. 15. How to Make Inferences. 16. How to Use Marginal Annotations. 17. How to Read Non–Fiction Textbooks. 18. How to Identify the Main Idea. 19. How to Complete a Close Reading for Narrative Text. 20. How to Complete a Close Reading for Expository Text.	30–32 33–35 36–38 39–41 42–44 45–47 48–50 51–53 54–56
21. How to Use Context Blues.	

Sections	Pages
Research Study Skills	
22. How to Quote and Cite Textual Evidence	66–68
23. How to Identify Bias and Errors in Reasoning	
24. How to Research Safely and Evaluate Online Sources	
Memorization Strategy Study Skills	
25. How to Memorize with the Grouping Strategy	
26. How to Memorize with the Association Strategy	
27. How to Memorize with the Linking Strategy	. 81–83
28. How to Memorize with the Catch Words Strategy	. 84–86
29. How to Memorize with the Catch Sentence Strategy	. 87–89
30. How to Memorize with the Location Strategy	. 90–92
Essay Writing Study Skills	
31. How to Dissect a Writing Prompt	93–95
32. How to Write a Thesis Statement	96–98
33. How to Avoid Errors in Writing Style	. 99–101
34. How to Follow Essay Writing Rules	. 102–104
35. How to Write an Essay Introduction	. 105–107
36. How to Write an Essay Body Paragraph	
37. How to Write an Essay Conclusion	. 111–113
38. How to Write Complex Sentences	114–116
Listening and Note-taking Study Skills	
39. How to Practice Active Listening	. 117–119
40. How to Take Notes	120–122
41. How to Organize Cornell Notes	
42. How to Organize Formal Outline Notes	126–128
Grammar, Spelling, and Mechanics Study Skills	
43. How to Identify and Use the Parts of Speech	129–131
44. How to Use Grammatical Sentence Openers for Sentence Variety	
45. How to Use Precise Verb Tenses.	
46. How to Eliminate the "to be" Verbs	
47. How to Spell by the Rules	
48. How to Apply the Syllable Rules	
49. How to Punctuate Properly	
50. How to Capitalize Correctly	
51 How to Revise Non-Standard Usage	153 155

Sections	Pages
Test Preparation and Test-taking Study Skills	
52. How to Prepare for Tests	156–158
53. How to Use Objective Test–taking Strategies	159–161
54. How to Use Matching Test–taking Strategies	162–164
55. How to Use Fill-in-the-Blank Test-taking Strategies	165–167
56. How to Use Multiple Choice Test–taking Strategies	168–170