

ACADEMIC SKILLS (AS)

AS 011 Information Literacy

1 Class Hours, 1 Quarter Credit Hours

This course provides students with a basic set of thinking skills to recognize and determine the nature and extent of information needed for scholarly research. It will provide students the ability to locate or access, evaluate and use information and its sources effectively. It will provide students the means to cite information resources correctly. Discussions of bias, fair use, copyright, and plagiarism will be introduced and incorporated so that students understand legal, social and ethical issues surrounding information and information technology.

AS 015 Academic Skill Building

2 Class Hours, 2 Quarter Credit Hours

This enrichment course is designed to help students become active learners and strengthen their collegelevel writing, critical reading, and study skills. Using college textbooks and materials from their respective programs, participants will engage in activities and assignments that will provide a stronger foundation for their studies and future career.

AS 045 Reading for a Technology

2 Class Hours, 2 Quarter Credit Hours

This course is designed for students who need to build their vocabulary and develop critical reading and thinking skills necessary to succeed in their program courses. The primary focus is on learning strategies to read more quickly with greater comprehension. Students are also introduced to Internet research and oral presentations, and gain practice reading material from Term I textbooks.

AS 057 Communication Skills

1 Class Hours, 1 Quarter Credit Hours

This course is designed for students who wish to enhance confidence in oral delivery skills. The objective of this course is to provide students with strategies and skills for effective oral communication, which will help them speak with confidence in a variety of speaking situations. The focus is on learning through participation in class. Students will learn through a variety of methods, such as group discussion, role-play, and simulation.

AS 058 Maximize Your Memory Skills

1 Class Hours, 1 Quarter Credit Hours

This course improves students' listening skills and shows them how to take effective classroom notes. In addition, students will learn to develop a personal style for recording various types of lectures. The course also provides students with memory and learning strategies they can use to improve their academic performance.