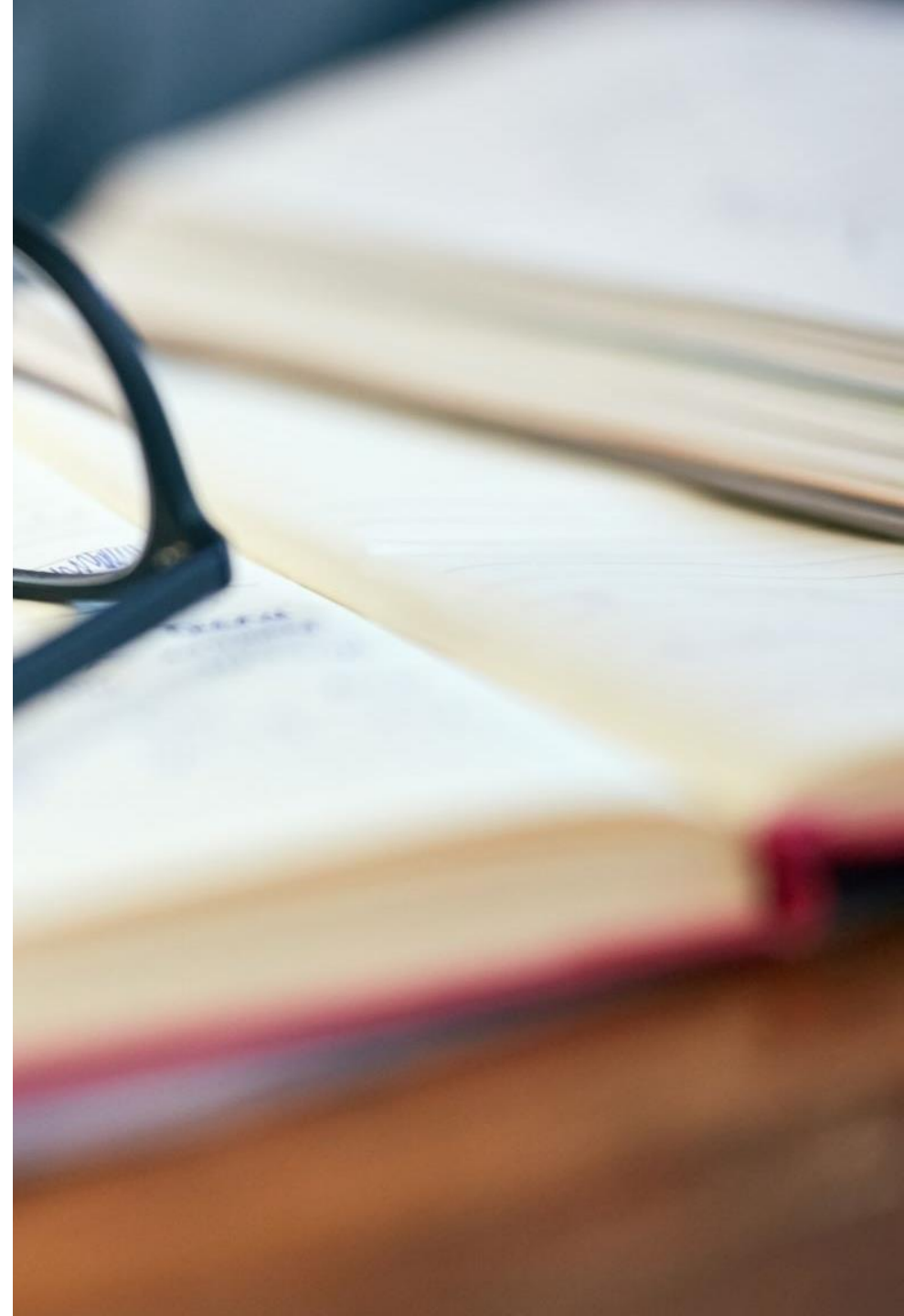


# *Successful Learning*

Reading skill: Scanning



*What to  
expect for  
this:*



Reading: strategies for better reading at an academic level.



Writing: how to analyze and write about charts/graphs as well as opinion essays.



Listening: strategies for listening for key words and phrases and answering questions.



Speaking: how to create full answers that will impress your interviewer.

# *Test Information:*

- SECTIONS: 3
- TIME: 60 minutes
- QUESTIONS: 40
  - Each section has 10-17 questions.
  - They will become more difficult as you progress.

## *Test strategies:*

- DO START by reading the questions!
- DO check you have followed directions!
- DON'T EXCEED WORD LIMITS!
- DO double-check spelling!
- DON'T read everything! SCAN to locate information. Then read carefully for the answer if you have time!

*Using neuroscience  
to manage your time*

# *Something to remember!*

Read the task and the title of the task (if there is one) to get a good idea of what information you are looking for.

**REMEMBER** that if the information is in note form, there will probably **NOT** be articles (a, is, an, the etc.) and pronouns.

Sentences are **DIFFERENT** and a summary consists of complete sentences which are connected together grammatically.

**UNDERLINE** the **KEY WORDS**. These are **CONTENT WORDS** (nouns, adj, and verbs) which carry meaning and will help you to locate information!

*Directions:*

- Choose no more than two words from the passage for each answer.

Title: Using your time effectively:

*Test Task 1 :*

- keep times of highest  
1. \_\_\_\_\_ for most  
important work



*Test Task 1 :*

- Keep times of highest  
1. productivity for  
most important work.

# *Test task 2 – 4*

Using your time effectively:

- do not send an email that requires a non-urgent 2. \_\_\_\_\_ until main work done
- a drop in 3. \_\_\_\_\_ affects mental power-avoid early/post-lunch hours
- 4. \_\_\_\_\_ is a good way of ‘switching off’

## *Test task 2 – 4*

- do not **send** an **email** that requires a **non-urgent** 2. decision until main work done
- a **drop** in 3. body temperature affects **mental power** avoid early/post-lunch hours
- 4. day-dreaming is a good way of ‘**switching off**’

*Directions:*

- Complete the notes below. Choose **no more than two words/or a number** from the passage for each answer.

## Test task 5-9

	ADVICE	BENEFITS
Exercise	<ul style="list-style-type: none"><li>• <u>5.</u> _____ not necessary</li><li>• Run up steps or on spot.</li></ul>	<ul style="list-style-type: none"><li>• reduces <u>6.</u> _____ ; improves mood.</li></ul>
Food	<ul style="list-style-type: none"><li>• have breakfast rich in <u>7.</u> _____ ;</li><li>• stop eating when <u>8.</u> _____ full</li></ul>	<ul style="list-style-type: none"><li>• makes you calmer and more alert</li><li>• you achieve more when a bit hungry</li></ul>
Study/ Work area	<ul style="list-style-type: none"><li>• remove unnecessary mess from your workspace</li></ul>	<ul style="list-style-type: none"><li>• prevents attention wandering allows more freedom of <u>9.</u> _____</li></ul>

# Test task 5-9

	ADVICE	BENEFITS
Exercise	<ul style="list-style-type: none"><li>• <u>5. gym (visit)</u> not necessary</li><li>• Run up steps or on spot.</li></ul>	<ul style="list-style-type: none"><li>• reduces <u>6. tension</u>; improves mood.</li></ul>
Food	<ul style="list-style-type: none"><li>• have breakfast rich in <u>7. protein</u>;</li><li>• stop eating when <u>8. 80 percent/%</u> full</li></ul>	<ul style="list-style-type: none"><li>• makes you calmer and more alert</li><li>• you achieve more when a bit hungry</li></ul>
Study/ Work area	<ul style="list-style-type: none"><li>• remove unnecessary mess from your workspace</li></ul>	<ul style="list-style-type: none"><li>• prevents attention wandering allows more freedom of <u>9. movement</u></li></ul>

## *Group Discussion:*

- Answer all 4 questions.
- Each group will be asked to share an answer to the questions.
- Pick someone who will be your spokesperson for your group.
- You have 7 minutes to discuss!

## *Discussion Questions:*



*take a picture*

- How effectively do you study? How could you improve your study habits?
- At what time of day do you study best/worst? Give reasons.
- To what extent do you agree with the writer's comments on food, exercise and workspace? Why?
- What do you do when you take breaks ? In what ways does this help you.



# *Homework: Practice Scanning*

- Scan the article provided for the missing information.
- You are encouraged to set a 20-minute timer to test yourself.
  - It is recommended not to spend more than 2 minutes per question.
  - See how far you can get in 20 minutes.

I'm proud of you



**Keep** doing what you're doing.  
it's good.