

THE SKILLS YOU NEED
GUIDE FOR STUDENTS

BOOK 2

STUDY SKILLS



The Skills You Need Guide for Students

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Skills You Need

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Cover Illustration by Freepik Storyset

ISBN: 978-1-911084-32-7

Published by Skills You Need Ltd

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This version was published in February 2021

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INTRODUCTION

One of the most frequent complaints heard from students is that nobody has ever taught them to study.

Wherever you live or go to school, learning at school tends to be very structured: you attend lessons, taught by teachers working within a clear curriculum of subjects. You are likely to be given assignments to be completed independently, particularly as you get older and move through the school system, but deadlines are often firmly fixed, and schools try to timetable work to avoid putting too much stress on their students with competing deadlines.

Contrast this with college or university, where learning is expected to be student-led. After all, you chose to be there, so you must know what you want to learn, or so the thinking goes. Study subjects are often optional, and many students are expected to pick their own courses and decide what they want to study when.

No wonder that many students find the move from school to university or college a challenge.

This guide from Skills You Need is designed as a practical help to students, both at school and beyond, to help them to develop the skills to study effectively. It is aimed at learners across all disciplines and in different life circumstances: full and part-time students, those returning to education later in life, those engaged in professional development and anybody who wants to learn how to learn effectively.

It focuses on study skills—reading, taking notes, writing essays, reports and more, and research. However, the first book in this series, *Becoming a Student*, covers some more basic organisational skills that may be useful for students. Together, these books provide help and advice on how to manage both yourself and your studies.



HOW TO USE THIS BOOK

This book is divided into sections covering different areas of skills that you will need to develop for successful study: reading and thinking, problem-solving and analysis, note-taking, writing, research and revision.

It contains information to help you understand why particular skills are important and how we can help you, and advice about how to develop them.

Practical advice can be identified by the use of the 'toolkit' logo next to the section, and is often contained in text boxes.

**The full eBook
is available at
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