

Math-Phobia

Do you often become anxious and forget important concepts during a math test? Can you verbally explain how to do a problem, but cannot do it on a test? Are you not able to complete the math test, and then discover that what was completed was mostly correct? Have you demonstrated knowledge in the classroom but not on the test? If you answered yes to any of the above, this is the right workshop for you. This workshop will cover:

- Improving math test-taking skills
- Learning critical memory techniques
- Improving homework techniques
- Learning how to reduce test anxiety
- How not to sabotage yourself from doing well in math
- How to take control of your math

Strategies for Test-Taking

Test-taking is a skill. Learn test-taking strategies to maximize your performance and avoid common mistakes that can lower your grade. It is especially painful when you know the answer and you still make “silly” mistakes. This workshop covers tips on:

- Strategies for passing objective (multiple-choice) tests
- How to approach essay questions
- How to prepare to study for exams

The Art of Public Speaking and Presentation Skills

Public speaking is a common source of stress for everyone. We would like to avoid this problem but it is hard to. The truth is public speaking does not have to be stressful! If you understand the hidden causes of public speaking stress it can be a satisfying experience for you. How do you speak while all those people are watching you? Public Speaking anxiety-how do you get it? How do you prepare for a presentation? In this workshop you will learn how to:

- Overcome the fear of public speaking
- Identify the hidden causes of public speaking stress
- Speak with confidence in front of a group

I Create It All!

Are you a winner?

What is your locus of control?

Are you internally or externally motivated?

Learn strategies to motivate yourself to be successful and have fun too!

“Few things help an individual more than to place responsibility upon him, and let him know that you trust him.”

– Booker T. Washington

Registration: A User's Guide

Vital Information for Perfecting Your Class Schedule

As a student at Broward Community College, you undoubtedly will hear comments from other students such as:

- If I had only known there was a deadline date.

- I should have dropped that class when I stopped attending.
- If I had only known there was a way to add the writing credit after classes begin.
- If I had only known that I had to submit official transcripts from previous institution(s).
- If I had only known there was a fee refund deadline date.

These comments reflect a lack of attention to the basic procedures necessary to register for courses, make schedule adjustments and withdraw from the college. Until you master these procedures, you may experience similar frustrations.

Successful Study Skills

(For currently enrolled nursing students)

This workshop is taught by the Health Sciences counselor, and it is designed for nursing students already enrolled in the nursing program. Nursing is a profession with exciting challenges and unlimited opportunities, requiring specialized knowledge and skills. The focus of this workshop is to:

- Assist students with time management
- Prepare for tests
- Understand critical thinking skills
- Multiple choice examinations
- How to effectively manage stress

Job Developer/Placement Specialist

Resumes, Cover Letters, Interviews,
the Job Hunt Aaaaahhhh!

Feeling overwhelmed? Don't know where to start when creating a resume and cover letter? Do you freak out when it comes to interviewing? Don't know where to look for good, quality jobs? Put all the pieces of the job search puzzle together by attending this workshop. You will learn:

- Tips to writing the perfect resume
- What information should go into a cover letter?
- Interviewing dos and don'ts
- Job search strategies

Quick Tips for Effective Note-Taking:

Note Taking: Make it E-A-S-Y on Yourself!

- Learn the "Cornell method" of note-taking and surprise yourself
- Student testimony: "I use the Cornell Format everyday on my job, and it works!"
- Learn how to create "mind maps" as a great review tool!
- Once you nail it down, note taking can be F-U-N!

Effective Communication Skills for Success

Do you find it difficult making friends or participating in group discussions? Having difficulty talking to your instructors when you are in class? Assertive communication skills can improve your self-confidence, decrease your anxiety, and help you become more effective in relating to others. You will learn:

- The advantages of communicating assertively versus being a passive observer

- Guidelines for assertive responses
- How assertive behavior can help you gain the support of others, express your ideas clearly and build self-confidence

Success Skills in Nursing (for new students)

To be more successful, students are required to have a thorough understanding and strong foundation in the sciences of anatomy, physiology and chemistry. Upon entering the program, students apply aspects of science to many areas of the program. The purpose of this workshop is to provide students with additional steps that can enhance their success once they enter the program. The workshop will cover the following areas:

- Dealing with science anxiety
- Developing strong study skills and forming study groups
- How to deal with a stressful environment
- Clinical assignments
- Using campus resources such as tutoring, counseling and advising
- How to balance work and family while in the program

A More Confident You for ESL Students

Would you like to increase your proficiency in English? Are you easily frustrated trying to learn English? Do you have a difficult time getting your point across because English is not your first language? If so, then this workshop can assist you in the following areas:

- Improve your reading and writing skills
- Work on pronunciation and conversation skills
- Gain confidence in speaking to others and in public settings
- Build self-esteem
- Learn the immediate skills necessary to survive in today's world.

How to Create Interest in What You Want to Read and What You Have to Read

This workshop will explore:

- Strategies to create interest and engagement when reading required texts
- Monitoring progress when reading
- The unending benefits of reading for pleasure
- The role of reading in your life

Strategies for Improving Reading:

So Much to Read, So Little Time

As a student you will find that many courses require extensive reading. In fact, college courses generally require you to understand and remember a significant amount of written material. With that in mind we present techniques to help you read and understand material in the most efficient manner. In this workshop, you will learn:

- The basics for reading in college
- How to become an active/involved reader
- How to apply techniques for improving your efficiency and comprehension

Marketing Your Associate's Degree

Did you know that the Associate in Applied Science (A.A.S.) degree is designed primarily for employability skills? Did you know that the Associate in Science (A.S.) degree is primarily designed to prepare students for entry-level positions into a high demand, high wage area of specialization? Did you also know that some A.A.S /A.S degrees, when completed with specific courses, can transfer into a university degree program? Do you know which A.A.S/and A.S degree programs are transferable to the university? This workshop will help you to learn about:

- The job outlook
- How to research salaries
- The education requirements

Stressbusters! Ways to deal with stressful stuff!

In this workshop you will learn:

- How to reduce the stress in your life
- Where to focus your attention and how to not sweat the small stuff
- How to deal with stress in college
- How to relax and relieve some of the stress you experience on a daily basis

“My Dog Ate my Homework!” and other Creative Excuses to Fail in College

We always have reasons or excuses why we cannot be successful in college. This workshop will focus on motivation, brainstorming and tapping into our critical and creative thinking skills to overcome challenges in our everyday life. This workshop is recommended for students who are half way through their AA degree and/or approaching graduation.

Why College is Important

Many people today are sitting in college classrooms saying “Why am I here, when I could be _____?” Or maybe they are asking “Will this college education pay off?” What are the salaries for college students who go into the workplace after graduating? Whatever type of college degree you're planning to work towards.....it's a commitment! This workshop will answer these questions and others that relate to going to college and its importance in today's workforce.

Coping with the Death of Loved One

- What do you say to a friend who has lost a loved one?
- How would you cope if you should lose a friend or family member?
- There are no prescriptions for dealing with grief/loss
- But come hear and share how others cope and find hope

Maybe we can all learn something—we'll learn that loss is as real as life itself

Parenthood and College: Balancing your roles as parent and student

In this workshop you will:

- Gain a greater understanding of the multiple roles each of us plays in our lives
- Discuss the difficulties that can result from role overload
- Explore ways in which people have successfully balanced roles

Effective Communication with Instructors

What if I disagree with an instructor and still want to abide by the student code of conduct - what do I do?

How can I improve my communication with instructors to maximize my success?

What are my responsibilities when communicating with instructors?

Learn communication strategies that will help you as a student and in your career

Do You Want to Know More about Education Major?

Degree requirements, field experiences, benefits of Title V, required General Knowledge Exam will be discussed. Also, get handouts about critical need subject area and schools for Broward County Public Schools and 2007-2008 salary schedule.

- Required Courses
- Field Experiences
- Benefits of Title V
- CLAST exemptions
- General Knowledge Exam
- Teacher's Salary Schedule in Broward County Schools
- Critical shortage Areas in Broward County Schools
- Substitute Teaching options

Pathways to Nursing Careers and Application Tips

Pathways to AS/RN, Bachelor's and Master's nursing career options will be described. Also, tips for your success as you prepare to apply for limited access AS/RN programs will be given.

- AS
- AS to BSN
- AA to Generic BSN
- BSN to Master's of Science in Nursing
- Tips for applying to limited access AS/RN
 - Prerequisite courses, GPA requirements, etc.
- What the first semester of the nursing program is like
- AS/RN to BSN: online and day programs at Barry, FIU, and FAU

Soup to Nuts: Everything You Need to Know for College Transfer

Find out if you have chosen the right major to transfer to a University. Did you know that not all majors will transfer? Do you know about the university required transfer courses? Or deadline dates? Or the difference between applying to the university AND applying to the college of your major? Attend this workshop for answers and tips on a smooth transfer process.

Don't Say Yes When You Want to Say No

Do you leave every communication situation feeling good about yourself and the other person?

Learn techniques to handle difficult situations
 Learn strategies to help your success in all relationships

Time Management:

“So Much to Do, so Little Time to Do It”

You have so much to do, and you do not know when you are going to get it done. Sometimes you feel as if you are drowning. You have a paper due in three days, two quizzes tomorrow, and your chemistry lab report has to be turned in by 5:00 p.m. today. You will:

- Discover the steps to achieve your goals in a timely manner
- Learn how to effectively manage and prioritize your time
- Learn successful time management strategies
- Learn how to avoid procrastination
- Learn how managing your time can help you to be more relaxed and have time for social activities

Managing Stress: A Fact of Life

Stress is a fact of life. Even though we cannot eliminate stress from our lives we can learn to handle stress more effectively. In this workshop we will share with you some suggestions for dealing successfully with stress. You will learn:

- How to respond or react to stressors in your life.
- How stress can become distress
- Strategies for dealing with stress in college
- Where to focus your attention and how not to stress the small stuff
- Most importantly, how to cope, as stress is a fact of life

Choosing a Career and a Major:

The Key to Your Future

Are you undecided or unsure about your major? Have you changed your major several times? Are you attending college to please your parents or guardians? Did you enroll because of your friends, or because you did not know what else to do? Regardless of why you initially entered college, at some point you will need to pursue a specific educational curriculum. A trained career counselor will help you understand:

- How to select a career path and a major
- More about your values, abilities and interests
- The self-assessment process
- The career decision process
- Matching occupation to majors; exploring occupations and educational options