

Initially, we need to define what critical thinking means and represents.

Critical thinking is often described to be the ability to think critically and analyse and plan in advance. The website Skills You Need also proposes a similar argument.

Critical thinking can also be seen as an academic discipline. By becoming a critical thinker, you are self disciplining yourself to time manage, research and note take. This idea is also presented by Haber (2020, p. 2) in his book Critical Thinking.

Time Management

First of all, time management is when you arrange your time in advance and plan out the time necessary to complete tasks. It is essential to plan your time around your daily schedule. By doing this, you are using your study time effectively and appropriately.

Cottrell (2013) suggests that setting a realistic goal is a necessity as it gives you an outcome to work towards. This outcome should be personal to you.

Procrastination is something we have all done at some point, isn't it? But really, we can all avoid it. Cottrell (2013) suggests that we can do this by creating a diary or journal. She implies that by doing this, it will help us to visually have something to follow. By keeping a journal, you are able to plan around extra curricular activities and daily routines, such as picking up the children or cleaning.

Not only are you able to keep a track of your daily activities and revision time, but you are able too monitor your planning too, which again, Cottrell (2013) deems a necessity.

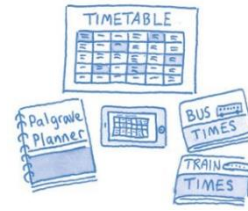
Crustinger (1994) also believes that students needs to manage their time effectively.

Academic Study Skills

Note Taking

Additionally, note taking is also seen as an important part of academic study skills. Not only is note taking beneficial for keeping records of lectures, but it also supports you for assignments, helps recollect your memory, and helps you have a better understanding as a whole. Whether you are taking notes on paper, or though the computer, it is suggested by Cottrell (2013) that you abbreviate and summarise your work, to help stimulate the mind. Supporting this idea Godfrey (2013) implies that taking notes is a very important part of learning. Godfrey (2013) acknowledges that if you weren't to take notes, you would miss out key information that may be essential to re-read later on. Next, Godfrey (2013) gives the impression that reading a piece of text and then summarising it into your own words is beneficial too. By doing this, you are enabling yourself to have a better understanding of the material you are reading and further down the line in will benefit you when writing and paraphrasing your won work.

On the other hand, according to Barnes (1994), in order to be a successful individual, you need to take action of your time management when you have the opportunity, and not leave it to chance.

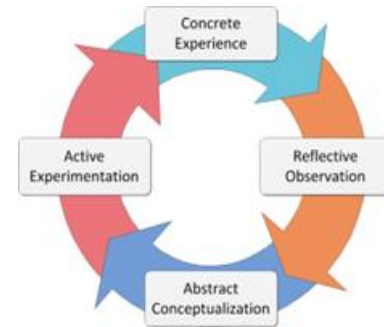


In conclusion, it is seen as beneficial to time manage as it will benefit you in the future. Time management is not only a skill you need in university, but it is also a skill you will use further on in life.

Furthermore, something that a lot of students have found extremely beneficial is the 'Cornell' note taking method. This was a method that was introduced by a educational professor named Walter Pauk in the 1950's. whilst doing this method, it is an easier way for you to abbreviate and break down sections of notes in order to get a better understanding. To do this correctly, you split your page into 3 sections, and then write your notes in the first column and who and when it was written in another column. When your lecture is then over, the last column is to allow you the time to research and add more information to what you have already learnt and written. Not only can you build on your knowledge, but you can also use this opportunity to practise summarising your notes too.

Reflection

Reflecting on your work can be seen as a critical part of your work. Not only do you have the opportunity to review your work, but you are able to see your strengths and weaknesses. Kolb (1984), created a learning cycle consisting of 4 elements that students can reflect on when they are reflecting on their work. Day (2018, p97) states "setting the context and describing the experience involves setting down just the right amount of background information so the reader appreciates the context".



Conclusion

In summary of the poster, it is clear that the academic skills listed above are such a crucial skills that will help you through university and your day to day life. Reynolds et al (2013. p2) suggests that having an open mind towards these skills will further your understanding and confidence in decision making.

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