

Reading List

Essential Texts:

Cottrell, S. (2008) Study Skills Handbook, 3rd Ed., Palgrave Macmillan: Basingstoke
Sherman, J. (2009) IT Skills for Office, Hodder Education

Background Reading:

Cottrell, S. (2003) Skills for Success: The Personal Development Planning Handbook (Palgrave Study Guides), Palgrave Macmillan: Basingstoke.
Townsend, K. (2009) Skills for Success with Microsoft Office 2007 Pearson Education Ltd. London
Cottrell, S. (2005) Critical Thinking Skills Palgrave Macmillan: Basingstoke
Cox, J., Frye C. & Preppernau, J. (2008) Microsoft Office Home and Student 2007 Step by Step Book/CD Package
Mcmillan, K. & Weyers, J. (2007) The Smarter Student: Study Skills & Strategies for Success at University, Prentice Hall: Harlow
Piscitelli, S.V (2009) Study Skills: Do I Really Need This Stuff? 2nd Ed., Prentice Hall: Harlow
Price, G. & Meier, P. (2007) Effective Study skills for academic and career success, Prentice Hall: Harlow

Journals:

International Journal of Education Development
International Journal of Training & Development
Assessment & Evaluation in Higher Education
Computers & Education

Useful Websites:

www.skills4study.com/

www.palgrave.com/skills4study/

www.itscotland.org.uk/studyskills/

www.bized.co.uk/reference/studyskills/index.htm

www.how-to-study.com/

www.brunel.ac.uk/~mastmmg/ssguide/sshome.htm