

Note Taking

Introduction

This poster discusses three types of study skills to help benefit the understanding of study skills and how to progress if used efficiently. The three topics chosen are Note taking, Critical thinking and Time management. Academic posters can be very helpful with a range of skills available to support with academic studies.

This is a vital skill whilst studying as it will be the foundation for assignments. Cottrell (2019) suggests that notes help to plan to be well organised and creates pointers for refreshing memory of lectures. Whilst note taking it is important to jot down where the information has been collected from for referencing purposes. This will improve on other skills to support academic studies when writing assignments and help improve knowledge and understanding. Writing in brief words and summarising helps keep the information from being plagiarised in the assignments and work presented. Various styles of note taking are helpful too, one example can be spider diagrams, these can be quite helpful while in lectures one could be started at the lecturer and there can be room for improvement and space to add to the information and notes. Read back on notes and look how far these notes can help, try and question the notes and always investigate further to see if these can expand on that information. Cottrell (2019) implies that it can be great for planning too, and starting with a diagram can then lead to jotting down things in order and help structure your work. It is important to also take note of feedback to help develop and improve for the next assignment set.

Conclusion: The topics discussed above represent how to work studies into life and that higher level education is a journey. Learning happens every day in all walks of life and people continue to develop at different stages.

Academic Poster

Critical Thinking

Critical thinking is finding relevant knowledge and background information on sources, and to question where the source has got the information from. It is generally considered that what is read is not to be accepted as correct or true Cottrell (2017). It is suggested that when looking at the strengths and weaknesses of each source one must make critique assumptions about the information that has been gathered. Cottrell (2017) implies that this skill even though used in life is not always as easy or transferable as the analysis is different when thinking of academic studies and the assumptions and understanding of different sources when reading academically. Making accurate judgements can make things easier when it comes to critical thinking, Cottrell (2017) acknowledges that making assumptions or preconceptions on bias opinions may need you to read further into researching sources backgrounds and back up certain information to prove that it is a reliable source and can be correctly used when academically writing. Eales-Reynolds, Judge, McCreery and Jones (2013) imply that critical thinking is not always questioning others work such as sources and information but to also question self-bias opinion on topics and explore and research more on self-knowledge to support with assignments.



Cottrell (2019) p99

Time Management

Time management is about organisation and setting manageable goals and expectations. Being motivated will help with organisation and will work when these skills are improved to help filter into studies as the motivation to be successful will give the fire inside to want to achieve more. These skills of motivation and time management are vital when it comes to employability. Cottrell (2021) implies that employers have expectations of graduate students to have these transferable skills as most of the time and studies require organisation around personal life. Wilson and Bedford (2009) say that students before embarking on the journey of higher studies have already thought and pre organised or planned time around how this will work for them. Support of family and friends is always a bonus. Wilson and Bedford (2009) also suggest that organising time with maps, timetables or calendars if they are reasonably considered the structure and being real on what can and cannot be compromised will make things clearer when planning to study in day-to-day life. Wilson and Bedford (2009) suggest that time management is not always about organising life around studies but while studying one must consider trying new ways of structuring learning to keep information fresh one example, they suggest could be to set a timer for certain topics. This will allow time to research one topic at a time while using this strategy this could help to focus on one topic and time to write about that topic then have a break or come back another day before setting another timer to read and write about another topic but always be mindful when setting time limits, as time is valuable when used efficiently.

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