Workshop Descriptions

Our goal is to provide information, techniques and tools to be successful. Workshops are held in-person at Branch Campuses and Marple Campus Learning Commons. All are welcome to the workshops and registration is not required.

Study Skills

- **Memory Techniques** – Learn tips to remember names, dates, lists, and even where you left your keys.
- **Note Taking & Outlining** – Learn how to take better, more organized, and efficient notes in class and from your textbook
- **SQ4R Study Strategy** – Learn how to get the information you need from your textbook
- **Test Preparation & Test Taking** – Become “test-wise” for upcoming exams and reduce test anxiety
- **Time Management** – Learn how to balance all aspects of your personal, academic, and professional life

Technology

- **PowerPoint** – Learn how to create a PowerPoint presentation
- **Word FAQ** – Learn how to compose a paper using Microsoft Word

Writing

- **Common Grammar & Punctuation Errors** – Learn how to correct common writing errors
- **Revision Strategies** – Learn how to edit your paper
- **Writing Structure & Organization** – Learn how to turn your idea into a paper

Services

Learning Commons Services

- Meet with librarians for research and citation assistance
- Access online resources, e-books, streaming videos and databases
- Borrow books, textbooks, DVDs, laptops, e-readers, calculators, and headphones
- Reserve Group Study Room (Marple Campus)
- Computers available for academic use with specialized software for specific classes
- Printing, copying, scanning

Tutoring and Writing Services

- Face-to-face tutoring services at all Learning Commons locations by appointment or on a walk-in basis
- Online tutoring available through Smartthinking
- Workshops: Academic, Library, Study Skills, and Technology
- Guidance through all stages of the writing process
- Assistance with your academic coursework

Contact

Marple Campus – 610.359.5149 • FH4500
Downingtown Campus – 484.237.6220 • Room 218
Exton Center – 610.450.6511 • Exton II • Room 238
Pennocks Bridge – 610.896.5114 • Room B-135
Southeast Center – 610.957.5725 • Room 108
Upper Darby Center – 610.723.1248 • Room 114
www.dccc.edu/student-services/learning-commons