

# Life Orientation

## Topic: Study Skills

Grade 10  
Term 2 : Week 1 – 3

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**GAUTENG**  
PROVINCIAL GOVERNMENT  
REPUBLIC OF SOUTH AFRICA

# Overview of Subtopics

## **Week 1: Study Skills**

- **Listening, reading, comprehension , concentration , memory, organization , time management .**
- **Study Methods, Note taking , mind mapping , selecting important concepts & content , assignment and essay construction and making comparisons**

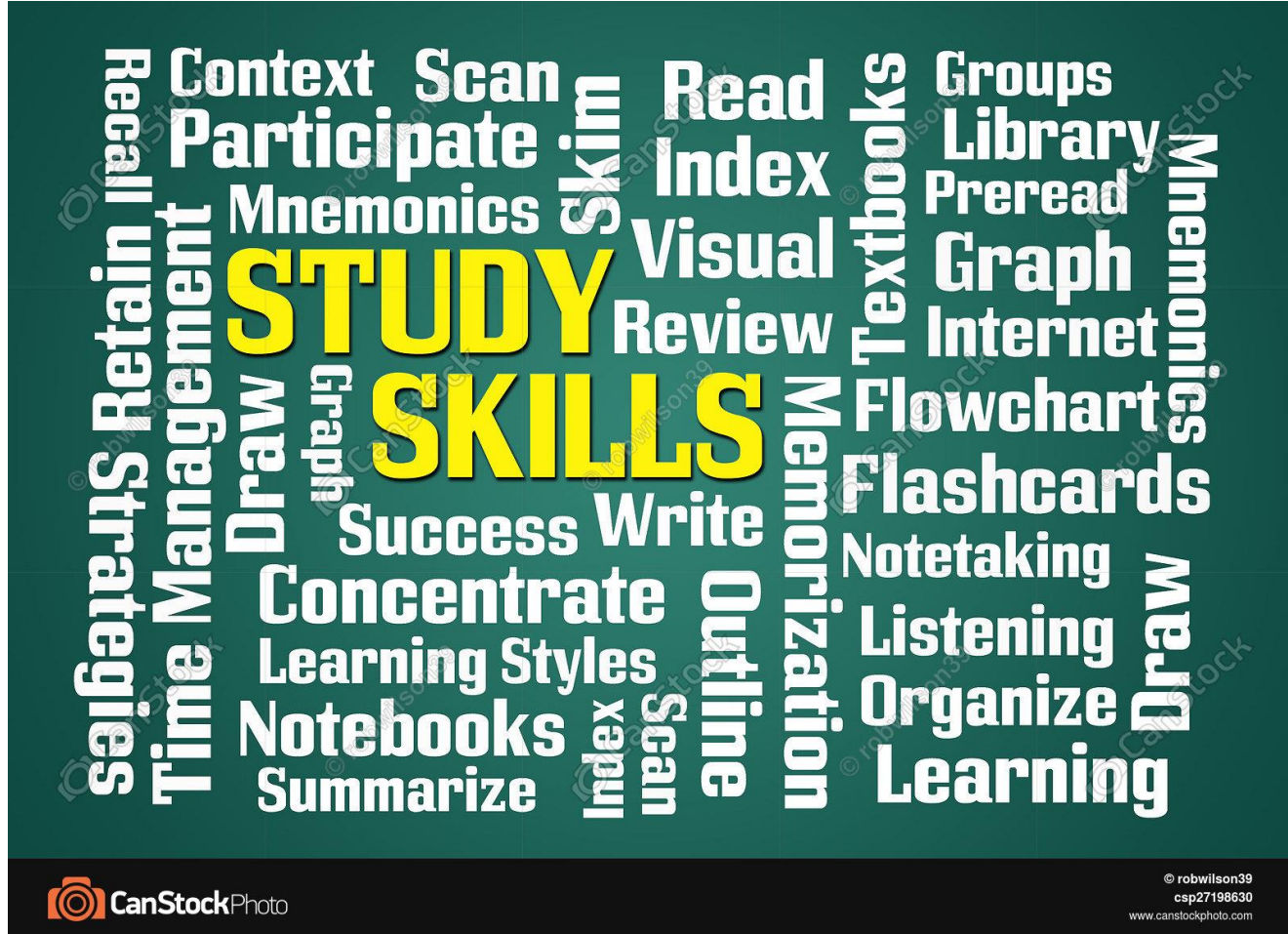
## **Week 2 :**

- **Critical creative and problem solving skills**

## **Week 3 :**

- **Process of assessment  
Internal and external**
- **Annual study Plan**

# Study Skills



## Week 1: Study Skills and Study Methods

1.1 The memory skill of association refers to:

- A reducing information to its main points
- B associating what you are learning with what you already know
- C summarising the beginning of letters of a section into a few words
- D forming an image of whatever it is that you want to remember, e.g. a picture of the page on which maps, charts or diagrams appear

1.2 The reading technique of scanning requires that you:

- A glance over an article or text to get an overview before reading in depth
- B look through the text to find specific information before reading in depth
- C read carefully to gain a good understanding of the contents
- D read for leisure

## Week 1 : Study Skills and Study Methods

1.3 A listening skill requires you to:

- A hear the message conveyed
- B understand the message you heard
- C list facts
- D pay attention

1.4 In the SQ3-R method of studying, the 3 R's refer to:

- A read, respond, review
- B read, recall, review
- C revise, read, review
- D read, repeat, respond

## Week 1 : Study Skills and Study Methods.....

1.5 The memory skill of acronyms refers to:

- A associating what you are learning with what you already know
- B ways of making associations to help with remembering
- C summarising the beginning of letters of a section into a few words
- D forming an image of whatever it is that you want to remember, e.g. a picture of the page on which maps, charts or diagrams appear

1.6 In the SQ3-R method of studying, the 3 R's refer to:

- A read, respond, review
- B read, recall, review
- C revise, read, review
- D read, repeat, respond

## Week 1: Study Skills and Study Methods

### QUESTION : 2

2.1 Study techniques are important skills to acquire if learners want to improve their performance at school. Explain how you can improve the following study skills:

- 2.1.1 Reading
- 2.1.2 Concentration
- 2.1.3 Memory

2.2 Discuss briefly why are the following activities important when studying:

- 2.2.1 note taking
- 2.2.2 selecting important concepts and content
- 2.2.3 essay writing

# Time management

- Complete the time below regarding time wasters in your life:

<b>Time-wasters</b>	<b>How to prevent them when you are studying</b>



## Week 1: Study Skills and Study Methods

### Question 3

In the table below, list TWO STUDY SKILLS and TWO STUDY METHODS that you would recommend as essential when preparing for the exams:

Study Skills	Study Methods

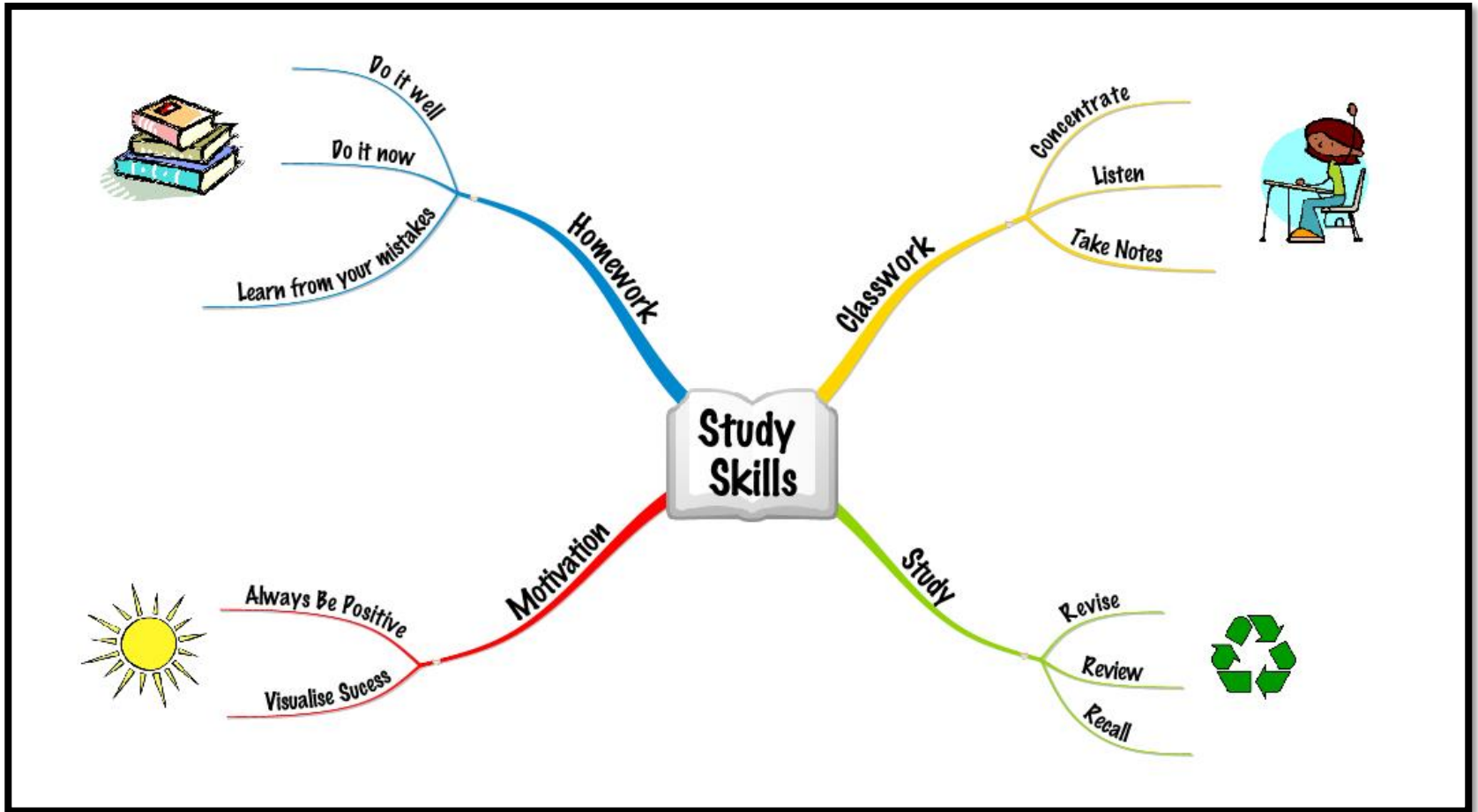
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# Week 1

## QUESTION 4

- Explain the key elements involved in time management. (5)
- Explain five reasons why time management is important in your studies and give five concrete steps to manage your study time effectively. **[10]**

# Mind Mapping week 1....



## Mind mapping Study Skills /Study Methods.

- A mind map helps you to
- Understand the topic , make notes, summarise and present information.
- Remember facts , it is a memory aid. It makes you see the whole purpose clearly
- Revise information . Think about and solve problems in a creative way.
- Organise ,categorise and sort information
- Learn more easily and faster, while you have fun.

## Activity 5 : Develop a mind map

- 1. Follow the tips on mind mapping
- Choose a topic in one of your favourite subjects, summarise this topic in the form of a mind map.
- Draw your mind map across two pages. You could use a topic on study skills in your text book or notes provided in class (20)

## How to study - Extract from a motivational speech by Professor Bright

### Activity :6

Read the passage below .

Good morning, class. You look so good today . What lovely blue school uniforms ; you look cool ! Enjoy your studies and good d luck with your examinations ,grade 10 learners ! I remember when I was in grade 10 , I had to choose between my studies and my social life .I a glad I chose my studies, as today I can see ,I am a successful professor at a university . Oh those were the good old days

When you're in class record the information in the form of short notes , later review your notes .Underline key words , mark up core concepts and content, and or make a mind map

- 1.Then select four important concepts and write these in a list
- 2.Summarise the content that you think is important, in point form or in a mind map. Underline the core words or concepts
- 3.Recite the information out loud ,using your own words to understand and remember .
4. Reflect and think about what you have learnt , make links with what you already know. Think about how it applies in real life situations .

## Week 2/3 - Critical ,creative and problem solving skills

‘We can’t solve problems by using the same kind of thinking we used when we created them ‘

Albert Einstein

1. What is meant by the following concepts:
  - a. critical thinking
  - b. creative thinking
  - c. problem solving
2. In short essay explain briefly why these three concepts are important for a teenager who is living in the 21<sup>st</sup> century.
3. Critically evaluate which of these three concepts is more important. And why.

# Formal and Informal Assessment

## INFORMAL AND FORMAL ASSESSMENT

### Informal Assessment

- **Unplanned observations and general feedback**
  - Good job!
  - Did you say "can" or "can't"?
  - 😊
- **Planned classroom activities in which students perform tasks but do not receive final grades on performance**
  - Think-Pair-Share
  - Dialogues
  - Essay or Journal Writing
  - Note-taking
  - Group or Partner Work

### Formal Assessment

- Activities in class that you give to students for which they receive **graded** feedback
  - Tests
  - Rubric-Scored Assignments
    - Writing portfolio
    - Presentations
    - Journal Entries
    - Notes
    - Performances
    - Projects
    - Posters





## Formal and informal assessment

Answer the following questions:

1. How often will the following forms of assessment be done:
  - 1.1 informal assessment
  - 1.2 formal assessment
2. Explain briefly why are these assessments important:
  - 2.1 informal assessment
  - 2.2 formal assessment
3. Critically discuss the following:
  - 3.1 informal assessments are formative
  - 3.2 formal assessments are summative

## Annual Study Plan

1. What is an Annual Study Plan?
2. Which aspects would you include in your Annual Study Plan to ensure a balanced life?
3. Discuss the factors that contribute to a learner following an Annual Study Plan loyally.
4. Advise a friend on why an Annual Study Plan is important.

