



Essential Study Skills: The Complete Guide to Success at University (SAGE Study Skills Series)

By Tom Burns, Sandra Sinfield

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Do you want to do better at university?

Whether you're a student wanting to improve their study skills or a lecturer who wants to give their students a helping hand with their work, this book is for you.

Essential Study Skills is a proven guide for every student wanting to achieve success at university.

Packed with study tips and handy activities, this study skills handbook shows you step-by-step how to study effectively and make the best of your time - whatever level you're at.

Whether you are going to university straight from school, a mature student, or an overseas student studying in the UK for the first time, you'll find out how to:

- " Sail through those tricky first weeks
- " Get the most out of lectures by understanding how you learn
- " Learn techniques for academic writing and research
- " Pass exams with flying colours
- " Stay cool and cope with stress.

Practical and interactive, this edition features three brand new chapters to arm you with even more essential skills including how to produce a dissertation, planning your career and focussing on building relationships with lecturers and other students to help you get ahead.

Also launching with this new edition is an improved and expanded companion website. Don't miss the extensive range of guidance and resources for both students and tutors, including downloadable templates, practice exercises and other tools for students to use in both their preparation and their actual work.

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- Sales Rank: #5457420 in Books

- Published on: 2012-04-05
- Original language: English
- Dimensions: 9.00" h x 7.50" w x 1.25" l, 2.10 pounds
- Binding: Hardcover
- 472 pages

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Editorial Review

Review

'This book will help any student gain confidence in their ability to write and argue effectively when completing work for submission'

- Karen Sneddon, Nursing and Midwifery, Sheffield Hallam University

'A well written and superbly structured book. I found this book to be extremely useful for both students and teachers alike. There are some excellent tips and activities in addition to extensive support material. A book that you can dip in and out of at your leisure'

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An excellent resource for both lecturers and students

- Mr David Ellicott, Guidance, Youth Studies & Youth Justice, Nottingham Trent University

'A great book to keep close to you while you develop during your degree. You're not expected to be perfect after years of practice, let alone after a single term in your fresher year. This book helps you to understand that, yet at the same time helps you strive to bring out your best at all times'

-The University Blog

About the Author

In a previous life **Tom Burns** led the Hainault Action Group, setting up adventure playgrounds for young people and devising Community Events and Festivals for the local community. Tom has always been interested in theatre and the role of theatre in teaching and learning; whilst still a student at Essex University he set up and ran the first ever International Dario Fo Festival – with academic symposium, theatre workshops for students and local people – and full dramatic performances by the Fo-Rame theatre troupe of *The Tiger's Tale* and *The Boss's Funeral*.

Tom is a Senior Lecturer in Learning Development actively involved with the Association for Learning Development in HE and the LearnHigher Centre for Excellence in Teaching and Learning . Working in the Centre for the Enhancement of Learning and Teaching at London Metropolitan University, along with Sandra Sinfield he develops teaching and learning resources, including the launch of the Get Ahead student conferences – a programme of events designed to promote student success that are run by and for students – and their 'Tell us the secret of your success' project, which produced a whole range of creative products

including a website built by students passing on their study secrets and a student video, 'The Z-A of university'.

Sandra Sinfield has worked as a laboratory technician, a freelance copy writer, an Executive Editor (Medicine Digest, circulation 80,000 doctors) and in the voluntary sector, including with the Tower Hamlets Information Research and Resource Centre and with the Islington Green School Community Play written by Alan Whose Life is it Anyway? Clarke and produced at Sadler's Wells.

Sandra is a Senior Lecturer in Learning Development actively involved with the Association for Learning Development in HE and the LearnHigher Centre for Excellence in Teaching and Learning . Working in the Centre for the Enhancement of Learning and Teaching at London Metropolitan University, along with Tom Burns she develops teaching and learning resources, including the launch of the Get Ahead student conferences – a programme of events designed to promote student success that are run by and for students – and their 'Tell us the secret of your success' project, which produced a whole range of creative products including a website built by students passing on their study secrets and a student video, 'The Z-A of university'.

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