

**Session 2**  
“Study Skills: Organization and Time Management”

**Goals**

- To assist students in developing organizational skills and recognizing why it is important.
- To assist students in learning the value of time management.

**Materials**

Activity 1  
Activity 2  
Activity 3  
Worksheet 1  
Worksheet 2  
Worksheet 3

**Procedure**

Greet the students. Wait until the students are seated and quiet. Reintroduce yourself to the students if necessary. Briefly describe the goals of today’s lesson.

**Script**

“Today’s topic is Study Skills: Organization and Time Management. Before we get started, let’s review our ground rules. Does anyone remember them?” (If no one does, then state them and be sure to include any that were added.)

1. Everyone gets the opportunity to speak.
2. Listen when someone else is talking.
3. Take turns when talking so that everyone will have an opportunity to speak.
4. Everything discussed stays within the group. That means whatever we say is confidential.

“Why do you think that it is important to study? (Give students an opportunity to respond.) Studying is planned learning that can enrich your life and can help you achieve whatever goals you may have. The more you know, the further you can go in life. The most important thing about studying is your attitude. If you want to learn, think positively.

“It is also important for you to accept the responsibility for getting your schoolwork and homework done on time and appropriately. This means that you are responsible for scheduling daily homework time, test study time, and time for long range projects”.

Pass out Activity #3. Students will read Kim's story. Then students will list as many good study habits as possible. Call on students to state one good study habit found in the story. Then allow students to list the bad study habits found in the story.

"It is almost impossible to be successful in school or in life if we do not learn to manage our time. Are there any questions about anything we discussed today?" (Respond to questions. Then give a brief overview to include material covered and group participation).

Closing the mentor session:

"Our time is almost up. Who would like to summarize our session today? Are there any questions before we go? I have really enjoyed talking with each of you. Thank you for allowing me to spend time with you today and I look forward to our next meeting."

I will see you again on \_\_\_\_\_ . Have a good day and a good week."

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### Activity 1: Homework Notepad

Read the summary of Jalil's day. Record what Jalil will need to know in order to be prepared for the next day at school. Work with a partner to check your responses. Was there any information that you forgot to record on the notebook? Do you think you would prefer recording information on a notepad or calendar?

### Activity 2: Discussion Questions

Read Worksheet 1 – In Control of Your Time. Answer the questions listed below. Be prepared to share your responses with the class.

### Activity 3: Study Habits – Kim's Story

Read Kim's Story. Then create a list of Kim's good and bad study habits. List as many of each as you can. Be prepared to share your lists with the rest of the class.

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### Activity 4: Virginia Hero

**Ronde Jamael Orondé Barber** (born April 7, 1975 in Roanoke, Virginia) is an American football player who currently plays cornerback for the Tampa Bay Buccaneers of the NFL. He is the identical twin brother of former New York Giants running back Tiki Barber.

On December 11, 2005, in a game against the Carolina Panthers, he became the first cornerback in the history of the NFL to record at least 20 interceptions and 20 sacks in his career. He became the ninth member of the 20/20 Club. He is now the Buccaneers' all-time interceptions leader. Barber attended Cave Spring High School in Roanoke, Virginia, and was a standout in football, wrestling, and track. Ronde Barber was drafted in the third round of the 1997 NFL Draft by the Tampa Bay Buccaneers out of the University of Virginia. Ronde played for the Bucs in their Super Bowl XXXVII 48-21 victory over the Oakland Raiders. An outspoken and articulate player, Barber would often act as the Bucs' speaker in post-game press conferences.

[www.wikipedia.com](http://www.wikipedia.com)

### Activity 5: Stress Relief

#### Storybook Ending

Leave enough time to read something nice every night before falling asleep. This not only gives you time to learn new things fictional or otherwise, but it distracts you from your own thoughts just long enough to relax and fall asleep. Be sure your reading material is something gentle and calming. Learn how to win at your favorite video game or how to solve the world's problems from a book just before bedtime.

### Activity 6: Virginia Trivia

Virginia has had 3 capital cities: Jamestown, Williamsburg, and Richmond.