



# Help Your Students Improve Their Study Skills...

*“Why not let the experts do it for you!”*

- Provide your students with essential skills to help them achieve greater success (something parents really appreciate!)
- Save valuable time: we fill in the gaps for you between what is available and what you need to help your students

Our Organisation: Enhanced Learning Educational Services (ELES) is the leading provider of study skills resources in Australia. Since 2001 over 500,000 students across Australia have benefited from our study skills worksheets and workbooks. Our study skills sessions, offered mainly in the greater Sydney region, have been outstandingly successful over the past few years. An Australian business based in Sydney, our clients extend throughout Australia and to schools overseas. Our mission is to provide a worthwhile and effective service to teachers, students and parents, enhancing students' learning skills and abilities through dynamic programs, resources and strategies to unlock the power of students' minds and enable greater success at school and in life.

Our Commitment: As part of ELES' commitment to education, 5% of all gross income is donated to charities that help and assist children (see the list of charities we have donated to on our home page at [www.enhanced-learning.net](http://www.enhanced-learning.net)).

Our Products:

Our resources are designed for Year Coordinators to enhance their pastoral care programs. Each resource is provided in PDF format and has blackline master photocopying rights for the school. Our products include: DVD (3 x 20 minute videos covering Examination Preparation), Study Skills Worksheets, Time Management Techniques Worksheets, Examination Preparation Workbooks, Goal Setting Worksheets. Details of the products are listed on the accompanying page.

Sample Pages: Available on our website at [www.enhanced-learning.net](http://www.enhanced-learning.net) (Select Teachers and Schools> Option 2> Resources).

On Approval: Go to [www.enhanced-learning.net](http://www.enhanced-learning.net) to view our products before purchase.

## □ **‘WORKING TOGETHER FOR SUCCESS’** a Parent/Student Evening for your school

This 1.5 hour evening session is conducted by ELES at your school for parents and students to attend together and brings an interactive and informative approach to study skills. Parents gain a greater understanding of what students are required to do at home, and students can learn how to maximise their study through simple but effective techniques. Parents and students must attend together as there are a number of interactive and discussion based activities. Parent feedback has been excellent from these evenings and parents are very grateful to the schools for providing such a valuable opportunity. Schools generally offer a session to Years 8-9 parents, and/or a session to Years 10-11 parents. Cost is \$2500 plus GST (+ reasonable travel/accommodation costs from Sydney if outside the Sydney metropolitan area). This is a unique opportunity to add value to your school's offerings to the parent and student bodies.

*Helping pastoral care  
professionals  
to help their students:*



**Enhanced Learning  
Educational Services**  
*“the study skills specialist”*

## □ ELES 'STUDY SKILLS SESSIONS'

The following outline shows the type of content that is included in our sessions. The reality is that every ELES session is tailored to the requirements of the school. Content and delivery will change depending on factors such as the amount of study skills work the year group has previously done, what time of the year the session is held, the make-up and background of the year group, and the specific needs as identified by the coordinator. We also develop complete 7-12 programs for schools.

### STAGE 4 : YEAR 7/8

'STUDY SKILLS FOR SUCCESS'	'IMPROVING YOUR RESULTS'	'EFFECTIVE EXAMINATION PREPARATION'
This session focuses on helping Year 7 or 8 students to put effective practices in place for the year. The session motivates students to take an organised approach to their work in high school using specific techniques.	This session is a combination of the two sessions. It covers good work habits as per the first session, but also addresses the issue of how to study in greater detail: whether it be for tests or examinations.	This session is held prior to an examination period. It steps students through the process of studying for an examination from gathering information about the exam, to making study notes and study and examination techniques.
<ul style="list-style-type: none"> <li>• <i>Habits of successful learners</i></li> <li>• <i>Improving listening skills</i></li> <li>• <i>Looking at participation levels</i></li> <li>• <i>Sharing study techniques</i></li> <li>• <i>3 steps to getting organised</i></li> <li>• <i>Managing workload using NMLN (no more late nights) technique</i></li> </ul>	<ul style="list-style-type: none"> <li>• <i>Habits of successful learners</i></li> <li>• <i>Sharing study techniques</i></li> <li>• <i>3 steps to getting organised</i></li> <li>• <i>Strategies for studying</i></li> <li>• <i>Making study notes</i></li> <li>• <i>Managing workload using NMLN (no more late nights) technique</i></li> </ul>	<ul style="list-style-type: none"> <li>• <i>Being an effective learner</i></li> <li>• <i>4 steps to prepare for exams</i></li> <li>• <i>Organising papers</i></li> <li>• <i>Making study notes</i></li> <li>• <i>Strategies for studying</i></li> <li>• <i>Specific techniques eg mnemonics</i></li> <li>• <i>Improving exam techniques</i></li> </ul>

### STAGE 5 : YEAR 9/10

'STUDY SKILLS FOR SUCCESS'	'EFFECTIVE EXAMINATION PREPARATION'	OTHER SESSIONS FOR YEAR 9 AND 10 STUDENTS
This session focuses on helping Year 9 or 10 students to put effective practices in place for the year. The session motivates students to take an organised approach to their work in high school using specific techniques.	This session is held prior to an examination period. It steps students through the process of studying for an examination from gathering information about the exam, to making study notes and study and examination techniques.	<ul style="list-style-type: none"> <li>• Combined session of 'Study Skills for Success' &amp; 'Effective Examination Preparation'</li> <li>• Improving Time Management Skills</li> <li>• Stress Management</li> </ul>
<ul style="list-style-type: none"> <li>• <i>Why do your best?</i></li> <li>• <i>Current skills evaluation</i></li> <li>• <i>Reality check on homework</i></li> <li>• <i>Filing and papers</i></li> <li>• <i>'Phoenix' note-making system</i></li> <li>• <i>Creating mind map overviews</i></li> <li>• <i>Home study environment</i></li> </ul>	<ul style="list-style-type: none"> <li>• <i>Steps to prepare for exams</i></li> <li>• <i>Studying using learning styles (visual, kinaesthetic, auditory)</i></li> <li>• <i>Improving exam techniques</i></li> <li>• <i>Handling stress</i></li> <li>• <i>'Phoenix' note making or managing workload using NMLN technique</i></li> </ul>	<p><i>Just for Year 10:</i></p> <ul style="list-style-type: none"> <li>• Preparing For Senior Studies</li> <li>• Year 10 Study Skills Day</li> </ul>

### STAGE 6 : YEAR 11/12

<p>There is such a varying range of requirements in sessions for senior students that we generally create the session to meet the needs of the school as to content, style and length of session. We can hold a session in your pastoral care time, in a study afternoon or as part of a study skills day or study skills camp. Although we often combine the content from different areas to create sessions for schools (such as a session just on Time Management), the types of sessions we run are in the following 3 broad categories.</p>		
'GETTING IT RIGHT FROM THE START'	'LEARNING STYLES, MEMORY AND THE BRAIN'	'EFFECTIVE EXAMINATION PREPARATION'
<p>This session helps students to focus on the skills they need for success in senior years.</p> <p>Content includes:</p> <ul style="list-style-type: none"> <li>• <i>Using class time</i></li> <li>• <i>Getting organised</i></li> <li>• <i>Managing the workload</i></li> <li>• <i>Making study notes</i></li> <li>• <i>Studying for assessments</i></li> <li>• <i>Helping your brain</i></li> </ul> <p>Past Session Titles have included:</p> <ul style="list-style-type: none"> <li>-6 Steps to Success</li> <li>-Getting it Right from the Start</li> <li>-Welcome to the Starting Line</li> </ul>	<p>Aspects of the following sessions can be incorporated into other sessions as well depending on time available and previous study skills experience of students. Interesting and useful research into the brain, memory and how students learn most efficiently is presented with hands-on activities and techniques for students.</p> <p>Past Session Titles have included:</p> <ul style="list-style-type: none"> <li>- Memory, Note-making &amp; Studying</li> <li>- Learning Styles &amp; Memory</li> <li>- Making Your Brain Work for You</li> <li>- Hemisphere Dominance</li> <li>- Overcoming Obstacles to Study</li> </ul>	<p>Prior to an examination period, we can hold a session for your students to help them prepare effectively for their exams. Content will vary depending on when the session is held.</p> <p>Content includes:</p> <ul style="list-style-type: none"> <li>• <i>Getting organised for exams</i></li> <li>• <i>Making study notes</i></li> <li>• <i>Studying strategies and techniques</i></li> <li>• <i>Planning study time</i></li> <li>• <i>Examination techniques</i></li> </ul> <p>Past Session Titles have included:</p> <ul style="list-style-type: none"> <li>- Effective Examination Preparation</li> <li>- Making a Difference in the Next 10 days</li> <li>- Improving Examination Results</li> </ul>

## □ ELES STUDY SKILLS SESSIONS: FAQ

### How does it work?

The whole year group is assembled together at your school. ELES can work with any sized group - it just depends on the venue you have. Using multimedia and interactive activities, students are guided through an examination of the current status of their learning skills, make decisions on what needs changing and learn new techniques. Materials for student use during the session will be delivered to your school the week prior to the session for photocopying.

### Are there minimum or maximum numbers?

The minimum charge is for 100 students. Smaller schools tend to combine Year Groups and run a combined session (eg for Years 9 and 10 together). There is no maximum number. The largest group we have worked with was close to 200. Provided you have a venue large enough to hold the group so they can all see and hear, there is no limit to the group size. Some schools choose to split large groups and run one session with ELES while the other half of the group attends a school based session. The groups then swap over to attend the alternative session.

### How long are the sessions?

Each session is 45-60 minutes long although we prefer 75-90 minutes for sessions with Years 11 and 12. Sessions can be tailored to the time you have available.

### What type of room / equipment is needed?

We simply need a space like a lecture theatre, assembly hall, drama studio that has a background or large screen. It is important that the room can be slightly darkened to aid visibility. You provide the room and a screen, a small table, a data projector and a microphone, we bring a laptop. Although chairs are preferable for comfort, students can sit on the floor. They need only bring a pen and perhaps a book to lean on.

### What sort of handouts do the students receive?

Handouts will be sent to the school for copying. The handout is used by the students during the session and also contains the essential information we want them to remember. ELES sessions are designed to be stimulating, dynamic and very interactive in order to engage the minds of students and give them a sense of ownership of the strategies introduced. Each student leaves the session having developed an action plan to help them specifically target their areas to improve. We also provide you with a follow-up summary sheet for students.

### What does it cost?

\$1500 plus GST per 1 hr session (some senior sessions will run to 1.5 hours). Travel costs are also applicable for schools outside of Sydney.

### How do I know this session will be genuinely useful (and not boring) for my students?

The ELES sessions were designed by Year Coordinators who were unable to find the sorts of study sessions they wanted for their students. As pastoral care coordinators, we were sick of the dull and dry study skills presentations where students simply switched off. Nor did we want a flashy presentation that kept the students entertained, but taught them nothing. ELES sessions are designed with a solid core of content brought to life by entertaining multimedia and clever teaching techniques. To keep students engaged, some of the things we do/use are: video clips, activities in pairs, whole group activities where the students move around, quizzes and games. The students are actively involved in the presentation, writing, discussing and trying the techniques outlined. The main aim is that students each walk out with their own specific action plan of what to focus on improving. There is a list of suggestions on the website ([www.enhanced-learning.net](http://www.enhanced-learning.net)) as to some steps you can take to ensure you feel comfortable that the session will be worthwhile. While there, check out the list of schools we have presented to. The greatest testimonial we have is the number of repeat bookings we take from schools: look down the list and you'll see schools keep calling us back.

### What if our students have done one of your sessions before?

Excellent news - it means we can progress to more advanced material with them! Study skills work is cumulative; there are certain basics that we need to ensure students are competent in before progressing to the more advanced material. ELES keeps a file on each group we work with and will take previous content covered into account when preparing for another session with the group. The sessions then become tailored specifically to the needs and level of that particular year group as opposed to simply following the published year level session content.

### What is the process to organise a session?

- It is a good idea to check availability for the time you are interested in. Either call (0416 293 087), fax (02 9908 1893) or email ([info@enhanced-learning.net](mailto:info@enhanced-learning.net)) with your details and you will be contacted asap to discuss suitable session content for your particular year group.

- Once the date and session content is decided, you will then receive a fax with the session details confirmed. We can also email you a sample parent letter you can modify to suit your school.

- At least two weeks prior to the session, you will receive an email with the photocopying for the session. On the day we will need a large screen or surface to project onto.

- After the session you can complete the invoice with your numbers and post a cheque to ELES at your convenience. We can then email you a sample newsletter item if you would like to inform parents about the session. You will also receive the follow-up summary material to give to students a week or so after the session.

# LIMITED DATES AVAILABLE

**FAX TO: 02 9908 1893 or CALL: 0416 293 087**

(this catalogue and form is also available on our website: [www.enhanced-learning.net](http://www.enhanced-learning.net))

## REQUEST FOR FURTHER INFORMATION

We would like to know more about the:

- Parent/Student evening
- the Year 7/8 sessions
- the Year 9/10 sessions
- the Year 11/12 sessions

*ELES will  
contact you  
within 24 hours.*

## REQUEST FOR SESSION BOOKING

- We are interested in a session for our Year \_\_\_\_\_ Students on the following date :

\_\_\_\_\_

## REQUEST TO ORDER PRODUCTS

- We would like to order the following products:

*Orders will be sent immediately  
on receipt of fax. Invoices will  
be shipped with the order.*

.....  
*SCHOOL:* \_\_\_\_\_

*PHONE:* \_\_\_\_\_

*CONTACT PERSON:* \_\_\_\_\_

*FAX:* \_\_\_\_\_

*EMAIL :* \_\_\_\_\_

*SCHOOL ADDRESS:* \_\_\_\_\_

*STATE:* \_\_\_\_\_ *POSTCODE:* \_\_\_\_\_

*PREFERRED CONTACT:*  EMAIL  PHONE  FAX

.....  
*Enhanced Learning Educational Services*  
*PO Box 9 Neutral Bay NSW 2089*  
*Fax 02 9908 1893 Ph 0416 293 087*  
*Email [info@enhanced-learning.net](mailto:info@enhanced-learning.net)*  
*ABN: 50 328 903 142*



**Enhanced Learning**  
**Educational Services**  
*"the study skills specialist"*