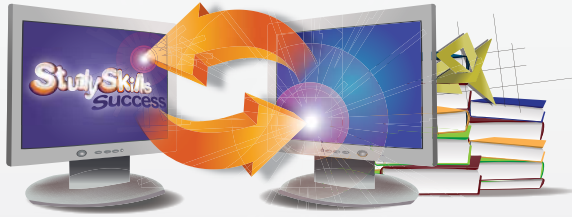


## Integrating Study Skills Success into your curriculum

Study Skills Success is designed as a supplementary resource to be integrated into a teacher-led course. The individual units can be assigned for homework or can be tackled in the classroom. Study Skills Success can, additionally, be used as a stand-alone self access program or for remedial or extension work.



In order to integrate the program into your own curriculum, start by looking at the Study Skills Success syllabus, which can be found on the Clarity Support site. This gives details of the learning points covered in each unit.

You can use this information to cross-reference your own syllabus or the contents of your course book with Study Skills Success. For example, the Reading unit has two activities practising skimming by using topic sentences. The first could be used as an introductory classwork activity. You could assign the second one as homework.

Note that some of the exercises have downloadable, paper-based worksheets. (Your school licence for Study Skills Success entitles you to photocopy them for use in your institution.)

## Editing your copy of Study Skills Success

Most institutions use the standard version of Study Skills Success. However, it is possible to rearrange the units and exercises in Study Skills Success and to edit the content of some of the exercises, creating your own customised version of the program. You may wish to do this because you want to introduce materials that your learners have been working on in class, or to edit the texts to be more appropriate to the exact language level or to the cultural expectations of your learners. In order to edit Study Skills Success, you need a copy of Clarity's Author Plus and Results Manager. For more details, see [www.ClarityEnglish.com/AuthorPlus](http://www.ClarityEnglish.com/AuthorPlus)



## Clarity Support

Clarity provides extensive support for teachers, technicians and administrators. To explore this, go to [www.ClarityEnglish.com/Support](http://www.ClarityEnglish.com/Support)

### Teacher Support

Click into the Study Skills Success section for the syllabus, a worksheet to help teachers get to know the program, PDF worksheets and more.

### Technical Support

This section of the site offers guidance on installation, and answers common technical questions.

If you have queries that are not answered on the site, please email [support@clarityenglish.com](mailto:support@clarityenglish.com) or phone Clarity.



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# Study Skills Success

Preparing to study in English

## Installation instructions

For installation instructions, please see the installation guide in the box (network version), or your welcome email (online version). There is a PDF of the installation instructions on the Clarity Support site.

[www.ClarityEnglish.com/Support](http://www.ClarityEnglish.com/Support)



# Study Skills Success

## What is Study Skills Success?

Study Skills Success is for students in their final years at school and early years in higher education. It provides comprehensive coverage of the skills and resources they need to approach their academic studies effectively and with confidence, in an English-speaking environment. Each unit begins with a video introduction where a teacher explains a challenge learners will face, and students give their views based on their own experiences. The unit then takes learners through a series of teaching points and interactive activities, helping them to develop the skills and strategies they need to meet this challenge.

## How to start?

To start Study Skills Success, double click on the icon on the Desktop (or choose Study Skills Success from the Start menu). Then choose a unit to study and then an exercise from the menu.

## Navigation

Navigation is very straightforward. To move to the next or previous exercise, click on the Back, Forward and Menu buttons at the top of the screen.

## Exercise gauge

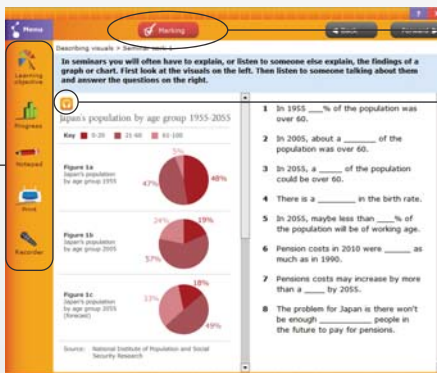
Next to each unit name on the main menu is a series of Blocks. More of the blocks will turn purple as you complete the unit. There are also blocks next to each exercise. A block filled in purple means you have completed that exercise.

## Learning objective

You see this button when you go into an exercise. When clicked it will show a textbox, which displays what you will learn in the activity.

## Progress

Each time an exercise is marked / scored, progress details are saved. These include the time the activity was started, how long the learner spent on it, the score achieved and the name of the exercise. Learners can view this information, which is saved across sessions, by clicking on the Progress button. Teachers can generate reports using Results Manager (see below).



## Notepad

Click on the left of the screen for an electronic notepad learners can use to make notes, jot down questions they want to ask the teacher, or do extended writing activities. The contents of the Notepad are automatically saved for each learner under their login name.

## Audio Recording

The first time Study Skills Success is opened, the program will display a button on the left-hand side labelled Recorder. To set up the recording software – called the Clarity Recorder – click on this and follow the instructions. Thereafter, provided the Clarity Recorder is running on the computer, a recording button will be displayed. If this button is absent, simply go to the Start menu and start up the Clarity Recorder. The network version will do this for you automatically.

## Dictionary

Study Skills Success has a link to the Cambridge Dictionaries Online. You can look up a word by holding down the Ctrl key and clicking on it. Provided your system does not block pop-ups, this will open a browser and take you to the correct entry in the dictionary. Note that it will not work on words which form part of a question (e.g. gaps, drags or multiple choice items).

## Marking / Scoring

When you have finished an exercise, click on the Marking / Scoring button at the top of the screen. In some exercises, next to this button there is a choice between As I work (choose this for feedback as you do each question) and At the end (choose this for feedback when you have completed all the questions).

## Listening button

Many exercises have an audio component. Please note that there may be a number of listening buttons on a page.

## Downloads

Some of the exercises include links to other websites and downloads. Downloads are in PDF format, so to access them you need to ensure that you have Adobe's Acrobat Reader installed on your computer.

## Integration with Results Manager

Study Skills Success works with Results Manager, which enables teachers to input learner details, assign learners to groups and generate reports. For more details on Results Manager, please visit the Clarity website.

[www.ClarityEnglish.com/ResultsManager](http://www.ClarityEnglish.com/ResultsManager)

