

# BRIDGING THE GAP: STUDY SKILLS

Year 11s starting a Level 2 course

At the college LRC/ Library we want to support your educational journey as you move into your next steps. We will help you look at different resources you can use for your course.



## STUDY SKILLS



We want to help you become an independent learner with different study skills tools in your toolkit that you can use for your course.

## TIME MANAGEMENT

This resource will help you explore:

- Why time management is important
- How you can develop your time management skills
- Planning your week and getting ready for college



## TIME MANAGEMENT: TOOLS FOR YOUR TOOLKIT

You will do part of your work at college and some of it in your own time. Time management skills are important as you will have college work and work placement, along with other activities outside college such as paid employment. It will help you to be organised.

### WHY IS TIME MANAGEMENT IMPORTANT?

Have a look at this clip about time management. How can you develop your time management?

<https://www.bbc.co.uk/bitesize/articles/zkvsjvhv>



Write down 3 things you will do to improve your time management

### IDEAS FOR TIME MANAGEMENT WHEN YOU START YOUR COURSE

- Plan your week. Highlight the most relevant activities. When will you do your college work?
- Find an app that will help you with time management
- What resources will you need for college?
- You might have a kit, uniform or key textbooks. Get them ready the day before.



You have given yourself a great start for college by using this study skills resource. At college you can access Moodle, a college related website where you will find other great resources to support you.

Every campus has its own LRC/ Library and resources. We look forward to seeing you in the LRC/ Library at College.