

*Interested in Web Design?
Want to learn about the
Adobe Creative Suite software
programs?*

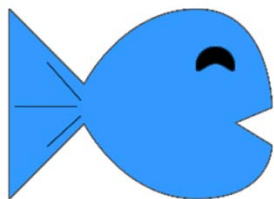
Consider taking:

CAS 137: Basic Web Creation using Adobe Creative Suite

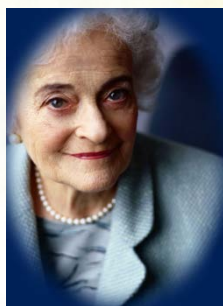
This course will introduce you to the basic features of Adobe Creative Suite. This is a great introductory course if you want to expand your office skills beyond the Microsoft Office products, and learn the basics of creating a website using the Adobe Creative Suite products.

In this course, students will:

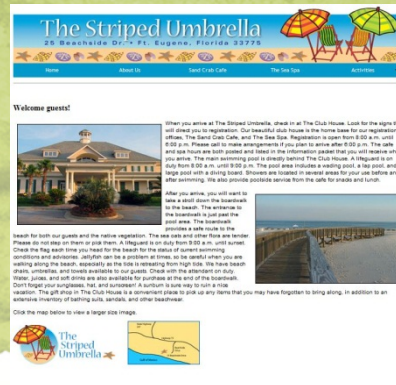
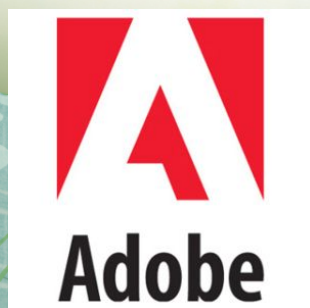
- learn how to create a basic website using **Dreamweaver**
- learn how to manipulate photos with **Photoshop**
- learn how to draw vector images using **Fireworks**
- learn how to create simple animations using **Flash**
- create an electronic portfolio using **Acrobat**



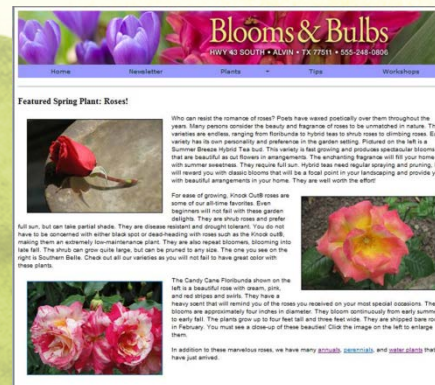
Draw graphics using Fireworks



Apply custom filters and effects using Photoshop



Create websites using Dreamweaver




Winter Term 2012
Offered at PCC- Rock Creek
Tues/Thurs 10:00-11:50
CRN: 16702
ONLINE: CRN: 16717

*For more information, contact Amy Clubb at
amy.clubb@pcc.edu*

SKILLS REQUIRED:
**BASIC COMPUTER SKILLS, INCLUDING FILE
MANAGEMENT**
THAT'S IT! WE'LL TEACH YOU THE REST!


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 Mangrum-Strichart
 Learning Resources

The Ten Study Habits of Successful Students

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Successful students have good study habits. They apply these habits to all of their classes. Read about each study habit. Work to develop any study habit you do not have.

Successful students:

1. Try not to do too much studying at one time.

If you try to do too much studying at one time, you will tire and your studying will not be very effective. Space the work you have to do over shorter periods of time. Taking short breaks will restore your mental energy.

2. Plan specific times for studying.

Study time is any time you are doing something related to schoolwork. It can be completing assigned reading, working on a paper or project, or studying for a test. Schedule specific times throughout the week for your study time.

3. Try to study at the same times each day.

Studying at the same times each day establishes a routine that becomes a regular part of your life, just like sleeping and eating. When a scheduled study time comes up during the day, you will be mentally prepared to begin studying.

4. Set specific goals for their study times.

[Goals](#) will help you stay focused and monitor your progress. Simply sitting down to study has little value. You must be very clear about what you want to accomplish during your study times.

5. Start studying when planned.

You may delay starting your studying because you don't like an assignment or think it is too hard. A delay in studying is called "[procrastination](#)." If you procrastinate for any reason, you will find it difficult to get everything done when you need to. You may rush to make up the time you wasted getting started, resulting in careless work and errors.

6. Work on the assignment they find most difficult first.

Your most difficult assignment will require the most effort. Start with your most difficult assignment since this is when you have the most mental energy.





7. Review their notes before beginning an assignment.

Reviewing your notes can help you make sure you are doing an assignment correctly. Also, your notes may include information that will help you complete an assignment.

8. Tell their friends not to call them during their study times.

Two study problems can occur if your friends call you during your study times. First, your work is interrupted. It is not that easy to get back to what you were doing. Second, your friends may talk about things that will distract you from what you need to do. Here's a simple idea - turn off your cell phone during your study times.

9. Call another student when they have difficulty with an assignment.

This is a case where "two heads may be better than one."

10. Review their schoolwork over the weekend.

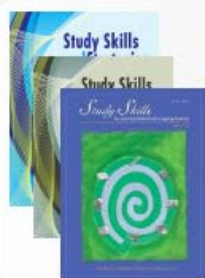
Yes, weekends should be fun time. But there is also time to do some review. This will help you be ready to go on Monday morning when another school week begins.

These ten study habits can help you throughout your education. Make sure they are your study habits.

All articles in the Studying category:

[A Good Study Place](#)
[Controlling Procrastination](#)
[Improving Reading Fluency](#)
[KWL Chart](#)
[Math Study Skills](#)
[Reading Textbooks](#)
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- ✔ Separate curriculums for upper elementary/middle school, high school, and LD
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