

Preparing for your Future: Study skills to get ready for university, college and work. Choose your course, study skills, action planning, time management, write a CV, employability and career advice.

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Preparing for your Future: Study skills to get ready for university, college and work. Choosing your course, study skills, action planning, planning your finances, time management, referencing, writing a CV, employability skills and career development. This book is full of exercises and practical advice to help you to choose your university and career. Many of the exercises have printable templates available from www.uolearn.com. There are lots of questions to get you thinking about which university or college is best for you and how to choose the right course. There is lots of guidance on study skills such as time management, planning, goal setting, essay writing, Harvard referencing, critical thinking and analysis, writing an essay, writing up a lab report, how to take notes in lectures, how to read, how to use your memory effectively, presentation skills, literature reviews, and preparing for exams. The book moves on to look at skills you'll need to get a job and how to design a CV.

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