

# SESSION PLAN



Course: ITT Bridging
Tutor Linda Cook/Jo Merry
Session Title:
Session No/Date: 3
Session Time: 4.00



## Aims

**To understand the importance of flexible and focussed reading skills for study purposes**

Objectives: By the end of the session students will be able to:

- **Identify the key points from a given text**
- **Produce a summary of a given text**
- **Produce a definition of verbs used in HE assignments**
- **Use the internet to search for relevant sources**
- **Use the above skills to produce Key Skills portfolio evidence**

Specific Health and Safety Issues for this session. Risk Assessment completed Yes/No

Please see Risk Assessment and Health & Safety Guidelines displayed per classroom. Specific risks in relation to individual students and other risks that fall outside of that listed on Scheme of work should be identified here.

**Specific Individual Learning Needs notes (Please enter number of learners against categories. If applicable):**

**Dyslexia**  **Emotional Difficulty:**  **Learning Disability:**  **Physical Disability:**  **SLDD:**  **Other:**

Learning Support Provided  
Learning Support Assistant (Name):  
Learning Support Activity:

Knowledge and Skills Required for Session including communication and number skills

Literacy skills at Level 2 – understanding of the need to use a range of reading techniques  
Ability to contribute to discussions and identify key points

Functional Skill	Time	Learning Activity/Method	Assessment	Resources
Select and use different types of texts to obtain relevant information Read and summarise succinctly information/ideas from different sources.	4.00	Individual tutorial time		
	4.15	Introduction/objectives		Objectives on board
	4.20	<b>Discussion</b> – what are the issues around reading at HE level? (Draw out need for speed, accurate identification of key points, making notes and finding your way around text books).	Q&A	
	4.25	<b>Extracting Key Points – Underlining task</b> Individuals underline key points relating to different given questions. Feedback – the importance of having the right question in your mind	Formative task	Text and highlighters
	4.35	<b>Summarising and note taking</b> – 2 groups Pyramid task Feedback and input on taking notes	Observation	Text Flipchart post its
	5.00	<b>Understanding assignment questions</b> – Pairs – look at sample questions and highlight the key words Identify what <i>they</i> think the question is asking for and discuss with the group	Formative task	Sample assignment Questions
	5.15	<b>Matching exercise</b> – match the definition with the verb		Matching task
	5.25	<b>Key Skills reading task</b> – input on the criteria and the task, provide individuals with the task and sources: one book and one website		Task sheet and sources
	5.30	Individuals search for and identify appropriate texts  <b>IT – internet searching</b>	Summative KS task	PCs
	5.55	Recap and end		