FEEDBACK TUTORIAL LETTER

1st SEMESTER 2019

TEST 2

SELD DEVELOPMENT AND STUDY SKILLS

SDS010S
<table>
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<tr>
<th>QUESTIONS</th>
<th>MARKS</th>
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<td><strong>Question 1</strong>&lt;br&gt;Discuss how you can use the following strategies to plan your personal development:&lt;br&gt;a) Becoming more involved in community activities.&lt;br&gt;b) Utilise training sessions provided in your skills area.&lt;br&gt;c) Becoming more active in the activities of your institution.&lt;br&gt;(6 x 3 = 18)</td>
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<td><strong>Question 2</strong>&lt;br&gt;State any eight reasons why it is important to acknowledge the sources used when writing an academic paper.&lt;br&gt;(8 x 2 = 16)</td>
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<td><strong>Question 3</strong>&lt;br&gt;Illustrate by means of 8 (eight) examples of how a student can prepare him/herself to write his/her exams.&lt;br&gt;(8 x 2 = 16)</td>
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**TOTAL:** [50]
MEMORANDUM

QUESTION 1

This is an open question. Credits will be given based on explanations and examples given.  
(any 6 x 3 = 18)

QUESTION 2

The reasons are as follow:

• Reference give recognition to the original author from whom the facts are taken
• The author provides proof of where he got his information and shows whether he has consulted the most authoritative sources in the field
• The references to sources can confirm the completeness of the study
• References render proof to the reader about the provenance of the author’s thoughts/ideas
• A source list provides information to the readers so that in turn they can consult the sources and so verify whether the sources have been correctly quoted/interpreted
• The source list serves as additional source list about the topic –
• If the reader wishes to consult more sources about the topic
• Students or any other person who take information from books or articles, rewrite them in their own words, and then attempt to pass them off as their own work, are guilty of plagiarism; and so, of course, are students who copy essays or parts of essays from other students.
• Plagiarism includes any unacknowledged use of another person’s phrasing, insights, and general line of argument, conclusions or opinions.
• Plagiarism is one of the more serious offenses a student/person can commit. Universities often impose stiff penalties on those who plagiarise and students guilty of plagiarism are likely at the very least to fail an essay with a zero or they may even be excluded from the course altogether.

(any 8 x 2 = 16)

QUESTION 3

Examples include:

• Your study space should be as quiet and comfortable as possible. Avoid studying in noisy places such as cafeterias, recreation rooms, or lounges. Make sure your friends know when you are studying. Sometimes it is best to study in the library where no one can disturb you
• Have everything needed for study handy beforehand. Don't waste valuable time looking for books, notes, or other information. After you have assembled the items you need, put them where you can reach them easily.
• Begin study no less than 30-90 minutes after a meal.
• Stop studies within 30 minutes before going to sleep.
• Prioritise! Stick to your exam timetable.
• If possible, study no more than 30-40 minutes at a stretch. Many students retain more by studying for short periods with breaks in between. It all depends on what you're trying to study, but generally, after a period of study, take a break.
• Take study breaks away from your desk or wherever you are studying. Let the break be a time to think about other things. Use some break time to reflect, not constantly review what you have just studied.
• Make use of all your notes that you have compiled throughout the year. Make use of mind maps to study and use the SQ3R-method.
• Read actively and make notes while you are reading.
• Survey any previous examination scripts to find out what types of questions are being asked. Surveying helps you to know what to expect (Rapaport, 2000).

(any 8 x 2 = 16)

TOTAL 50