

Campus Academic Resource Program (CARP) Workshop Catalog

CARP offers a variety of workshops throughout the academic year. This catalog is designed to introduce these workshops and to provide faculty members with examples to use when submitting a Workshop Inquiry. To find out if CARP is offering any of these workshops during the semester, please visit the [home page](#) on our website or our [Facebook page](#). To find more information on our workshops and how to fill out an Inquiry Form to request one, please visit our website's "[Workshop](#)" section.

Tailor-Made In-Class Workshops

Tailor-Made In-Class Workshops result from Faculty Workshop Requests. They are designed through the collaboration between faculty members and CARP, and they are presented during a designated class session.

- Faculty set parameters and expectations, and CARP team members draft and then facilitate the In-Class Workshop on a given date.
- Popular topics for this type of workshop have included thesis statements and essay organization, as well as peer response workshops, or on more specific topics like citation for various writing styles.
- Tailored In-Class Workshops can be requested by utilizing the [Workshop Inquiry Form](#) on the resources page of the CARP website.
- Please note that requests need to be submitted at least three weeks in advance of the intended presentation date to allow CARP adequate time to tailor-make a great workshop.

Note: Any of the workshops listed under **Study Skills Workshops (below)** can also be tailored to specific requests.

<p>Peer Response</p>	<p>This is the most interactive workshop that CARP offers, incorporating many of the methods and tools that make our tutorial sessions so effective.</p> <p>In this workshop, CARP tutors introduce the importance and intended outcomes of the peer response process in order engage the students in the workshop. The CARP tutors also provide a peer response worksheet with identification-based questions, which prompt the students to identify in their own words what they have understood their peers to be saying in specific sections of their papers. CARP’s peer response worksheets are entirely response-driven, instead of review-driven. Students are not expected to judge or critique each other’s papers. The CARP tutors follow up with the students after the response project to aid them in understanding and applying the feedback they received.</p> <p>The format of the Peer Response Workshop is easily modified and can be tailored to fit the particular needs of courses, students, and professors.</p> <p>Additionally, professors may request a Peer Response Workshop that focuses on a specific topic. For instance, many professors have requested Peer Response Workshops focusing on thesis statements, so students can see strengths and weaknesses in their work and that of their peers. In any case, this workshop is always tailored to the needs of the course in which it is conducted.</p>
<p style="text-align: center;">Study Skills Workshops</p> <p>The following workshops are designed to introduce students to skills that will be needed throughout their academic careers. They are also interactive—meaning that students have the opportunity to practice the skills introduced in the workshop.</p> <p>CARP hosts these Study Skills Workshops across campus throughout the academic year. Any of these Study Skills Workshops can be made into Tailor-Made In-Class Workshops or Tailor-Made Mini-In Class Workshops. In-Class Workshops last approximately 45-90 minutes; Mini In-Class Workshops last approximately 30-45 minutes. Longer workshops include more opportunities to practice as well as more examples. To request an in-class workshop, please complete an In-Class Workshop Inquiry Form on our website.</p>	
<p>A Brief Guide to APA</p>	<p>This interactive workshop introduces students to the writing style guidelines of the <i>Publication Manual of the American Psychological Association</i> and covers:</p>

	<ul style="list-style-type: none"> • Formatting: margins, typeface, headings, abstracts, tables/graphs, and common types of papers that require APA Style such as scientific literature reviews. • Incorporating evidence from other work: paraphrasing, quoting, signaling phrases such as “According to Smith et al. (2012a),” and parenthetical in-text citations. • Reference Lists: connecting in-text references to a list of references at the end of the paper, and properly ordering and formatting a reference list so that readers can easily find source material. <p>This workshop also contains interactive components in which students have opportunities to practice citing scientific publications. If requested, this workshop can be tailored to the needs of a class.</p>
<p style="text-align: center;">Approaching the Research Paper</p>	<p>This interactive workshop allows students to learn the most effective strategies in constructing a research paper:</p> <ul style="list-style-type: none"> • Learn how to search concisely • Understand how to narrow or broaden your topic • Determine what sources are most useful and how to efficiently read them • Explore methods for organizing ideas and research <p>This workshop involves interactive elements that allow students to practice narrowing and broadening sample topics, researching a sample topic, and choosing appropriate research material by reading abstracts and topic sentences based on a sample topic.</p>
<p style="text-align: center;">Avoiding Plagiarism</p>	<p>This interactive workshop helps introduce to students the different forms of plagiarism and provides strategies for how to avoid plagiarism in their own writing:</p> <ul style="list-style-type: none"> • Define plagiarism • Discuss citation strategies • Address common knowledge and citation styles • Offer writing and researching strategies to avoid plagiarism <p>This workshop includes interactive elements which allow students to practice identifying where to cite, how to paraphrase and summarize, and identifying and revising plagiarized information.</p>

<p>Graduate Level Standardized Test Skills</p>	<p>This interactive workshop introduces students to strategies which may be useful in taking Graduate level standardized tests:</p> <ul style="list-style-type: none"> • Provide strategies to improve reading comprehension • Provide strategies to improve timed writing • Provide strategies to improve knowledge of basic conventions of writing <p>This workshop includes interactive elements which allow students to practice analyzing a passage, using context clues to learn new words, and outlining a response to a timed sample prompt.</p>
<p>Graduate School Applications in the Humanities and Social Sciences</p>	<p>This interactive workshop will introduce students to the fundamental steps of applying to grad school in the humanities or social sciences:</p> <ul style="list-style-type: none"> • Present methods for deciding to go to graduate school • Describe email etiquette for contacting potential faculty advisors and mentors. • Break down the application process into essential components • Provide examples of and strategies for writing admissions essays. <p>This workshop contains interactive elements which give students an opportunity to practice emailing professors, brainstorming content for a CV, and outlining personal statements.</p>
<p>Note-Taking Strategies</p>	<p>This interactive workshop introduces students to a variety of note-taking strategies and covers:</p> <ul style="list-style-type: none"> • How to efficiently annotate assigned readings at home. • How to utilize your at-home notes in class. • Effective in-class note-taking strategies such as outlining, the sentence method, and the Cornell method. • How to be an active listener during lectures. <p>This workshop contains interactive elements that give the students a chance to reflect on their current note-taking strategies and practice the strategies they learn with excerpts from articles.</p>

<p style="text-align: center;">Oral Presentations</p>	<p>This interactive workshop allows students to learn the key components of a successful oral presentation and covers:</p> <ul style="list-style-type: none"> • What to include in an oral presentation. • How to organize an oral presentation. • How to deliver an engaging presentation in a confident manner. <p>This workshop contains interactive elements that give students the opportunity to use the skills they learn in a mini oral presentation presented at the end of the workshop and receive feedback.</p>
<p style="text-align: center;">Practical Interview Skills</p>	<p>This interactive workshop introduces students to a variety of tips and techniques to be used in job interviews:</p> <ul style="list-style-type: none"> • Prepare for an interview. • Present a positive image when arriving at an interview. • Succeed during an interview. • Follow-up with potential employers after an interview. <p>This workshop contains interactive elements that give students the opportunity to develop an elevator pitch, discuss how they manage nerves, and practice interview questions.</p>
<p style="text-align: center;">Resume and Cover Letter Writing</p>	<p>This interactive workshop introduces resumes and cover letters as forms of writing, and provides helpful strategies for planning and composing them. The workshop will:</p> <ul style="list-style-type: none"> • Introduce the elements of strong resumes and cover letters. • Teach students how to draw from their work and academic experience to present themselves in a positive manner to employers. • Analyze job postings and job descriptions so that they can find out what employers are looking for and tailor their applications accordingly. • Forming action statements for cover letters and using resume writing language. • Discussing resume formats and styles and how to decide which one to use for specific job postings.

	<p>This workshop is structured so that there is time for students to both brainstorm and begin writing during the presentation. They are encouraged to keep working at home and bring their drafts to CARP for review with WRSS tutors.</p>
Time Management and Self-Care	<p>This interactive workshop is designed for all students who need help managing any level workload, and who wish to assess burn out and self-care practices. This workshop will cover:</p> <ul style="list-style-type: none">• Planning their week, month, and semester schedules by using a variety of calendars• Understanding how to understand break down a large project into a manageable process• Learning how to recognize physical and mental exhaustion caused by overwork and stress• Identifying current self-care strategies and develop new strategies <p>This workshop requires all students attending to bring their current syllabi for all classes.</p>