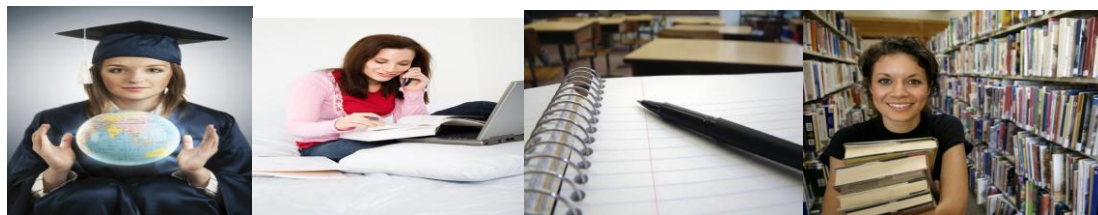


# COLLEGE PREP PROGRAM

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## LIBRARY RESOURCES

### BOOKS

#### College Student Orientation

Adult students: a painless guide to going back to college	LB 2351.52.U6.T36 2007
Canadian campus companion : everything you need to know...	LB 2343.34.C2 M55 2011
Guide to learning and study skills: for higher education and at work	LB 2395.D74 2010
Keys to success: building successful intelligence and achieving your goals	LB 2343.34 .C2K48 2010
Success manual for adult college students	LB 2343.3.D68 2006
Test success: test taking and study strategies	LB 3060.57.G76 2009

#### Computer Handbooks

Microsoft Excel 2007 in simple steps	HF 5548.4.M523H65 2009
Microsoft Office PowerPoint 2007 : quick steps	T 385.M377344 2007
PowerPoint 2007 graphics & animation made easy	T 385.S53 2009
Presentation zen: simple ideas on presentation design and delivery	HF 5718.22.R39 2008
Using Microsoft Excel 2007: quick reference guide	HF 5548.4.M523H97 2008

#### Mathematics

Applied basic mathematics	QA 37.3.C58 2008
Basic college mathematics	QA 37.3 .M55 2007b
Basic technical mathematics with calculus	QA 37.3 .W39 2010
Elementary and intermediate algebra for college students	QA 152.3.A572 2008
Essentials of college mathematics	QA 39.3.C54 2006
Fundamentals of mathematics	QA 107.2.V36 2007

## **Public Speaking / Presentations**

The Art of public speaking	PN 4129.15.L838 2007
Between one & many: the art and science of public speaking	PN 4121.B777 2006
Beyond bullet points: using Microsoft Office PowerPoint 2007	HF 5718.22.A87 2008
Focus on presentations	HF 5718.22.L69 2006
Principles of public speaking	PN 4129.15.P75 2010
Speaking scared, sounding good	PN 4129.15.D45 2007

## **Writing / Research**

Are you playing with me?: fun & games to help you get your message across to any audience	PN 4129.15.J37 2008
Beyond the internet: successful research strategies	Z 710.C43 2007
College writing skills with readings	PE 1408.L27 2008
Make an impact with your written English	PE 1479.B87 T355 2009
Mastering digital research: a guide for students	ZA 3075.T45 2010
Strategies for successful writing: a rhetoric, research guide, reader & handbook	PE 1408.S7669 2007
Writing: a guide for college and beyond	PE 1408.F255 2010

## **VIDEOS**

Academic Success, smart tips for serious students	LB 2343.3.A385 epi.4 2009
Are we digital dummies	TK 5103.7.A73 2010
Art of Listening	BF 323.L5.A772 2007
Life is not a stress rehearsal	BF 575.S75 L513 2006
Making a good impression : resumes, interviews ...	HF 5383.M1452 2003
New time of your life	HD 69.T54.N49 2003
The Power of Attitude: it does make a difference	HF 5548.8.F422 2001
Studying and test-taking	LB 2343.3 .A385 epi.6 2009
Using your portfolio	HF 5383.U7 2000

## **ONLINE DATABASES**

The library website [www.loyalistlibrary.com](http://www.loyalistlibrary.com) provides students and staff electronic databases to research articles from journals and newspapers. Your student/library number will be required to sign in to our databases off campus.

## **E-LAWS**

[www.e-laws.gov.on.ca](http://www.e-laws.gov.on.ca)

Current consolidated versions of most of the Ontario's public statutes and regulations, updated within 10 business days of the enactment of a new law or the amendment of an existing law. Included are links to bills which have been introduced for debate in the Legislative Assembly of Ontario.



**RefWorks** is web-based software that allows you to create a personal database of the references you've used for your research. It will also allow you to format papers, and generate bibliographies in standard output styles such as APA, MLA, and others. To create a free RefWorks account visit [www.loyalistlibrary.com](http://www.loyalistlibrary.com) and click on the RefWorks link.