STUDY SMART
A Few Questions

? Do you have a hard time staying focused when you study?

? Does homework seem to take longer than it should?

? Do large assignments sometimes seem overwhelming?

? Are your grades lower than they should be?

Students who “study smart” often spend less time studying, and yet they get better grades.

Students who “study smart” know how to make the most of their study sessions, and they get help when they need it.

“We are what we repeatedly do. Excellence then, is not an act, but a habit.”

- Aristotle
WHERE AND WHEN TO STUDY

- **Choose a good place to study**
  Your study area should be comfortable, quiet, well-lit, and have a surface for writing. Equip your study area with paper, pencils, pens, calculator.

- **Have everything you need**
  Before you begin, make sure that you have the correct assignments and all the materials you need.

- **Eliminate distractions**
  This will force you to study.

- **Create a study plan**
  Study whenever you are most alert. Each day, figure out how much time you need for homework and studying and then create a realistic study plan.

- **Get started**
  Don’t procrastinate or wait until you’re “in the mood.”
ORGANIZE YOUR STUDY TIME

▷ **Make a plan for your study sessions**
  ▷ Decide exactly what you want to get done and the order in which you are going to do it
  ▷ Be specific
  ▷ If you have a lot to do, prioritize your work.

▷ **Break large assignments down**
  Use a planner to help you break large assignments into more manageable parts
  
  *Mon – Do research  Wed – Write first draft*
  *Tues – Make an outline  Thurs – Revise & write final draft*

▷ **Alternate types of work**

▷ **Take breaks**
  Research shows that students learn the most during the first and last 10 min. of any study session. After studying for 30 min., take a short break. Resist the temptation to call a friend, go online, or check your messages.
STUDY TIPS

Have a phone number for at least one person in each class. If you miss a class or have a question, you’ll then have someone to call.

Complete written assignments early. This will give you time to edit and improve your work.

MS Word is the standard in word processing. Familiarity with Word’s shortcuts and features will save you countless hours.

If you listen to music when you study, try listening to classical music. (Baroque is best).
SOME MORE TIPS…

Sometimes it’s helpful to study with other students. Study with students who are serious about their schoolwork, begin study sessions on time and stay focused.

If there’s something you don’t understand, ask for clarification. If you’re struggling in a class, don’t wait. Get help.

The key to learning anything is REVIEW. When you review, you move information from your short-term memory into your long-term memory. Review often!
LEARNING STYLES

Knowing how you learn will help you make the most of your study time.

Visual learners – those who learn best by hearing information and ideas.

Kinesthetic learners – those who learn best by doing.

Auditory learners – those who learn best by hearing information and ideas.

Regardless of your learning style, the more senses you involve and the more methods you use when you study, the more you will remember.
Students learn 10% of what they read, 20% of what they hear, 30% of what they see, 50% of what they see and hear, 70% of what is discussed with others, 80% of what they experience personally, and 95% of what they teach to someone else.

- William Glasser