TOP 10 WAYS TO GET MOST OUT OF STUDY TIME

Going to class

1. The classroom is where you will get the most important information about your course. Making up a missed class takes time and the quality is never as good.

2. Prepare for class. Do reading and assignments before class. List questions or problems that give you trouble. Be ready for discussions.

3. Sit front and center. Material on board is easier to read, there are fewer distractions between you and the instructor and you may be more willing to participate in class discussions.

When to Study

4. Study difficult (or boring) subjects first.

5. Be aware of your best time of day to study. Find the time when you are most efficient and receptive.

6. Try to spend schedule study time for each class within 24 hours of that class. Notes should be edited and additional material written down. Make a summary of each class’s notes.

7. Avoid marathon study sessions. Three two-hour sessions are usually more productive than one six-hour session. Stop and rest for a few minutes each hour. Reward yourself at the end of each session.

Where to Study

8. Use a regular study area. Your body and mind become trained and when you arrive at your particular spot, you can focus your attention more quickly.

9. Study where you’ll be alert. Easy chairs, sofas or beds are dangerous. Learning requires energy. Put yourself in a position that sends the right message.

10. Keep distractions - both visual and auditory - to a minimum. Noise, eating, friends, and the telephone are examples of possible distractions.