

## Study Skills

Each classroom/credit hour requires an average of 3 hours of homework a week. Unlike high school, which is more class work than homework intensive, much of your learning in college occurs from your studying outside of class. Your grade is most often based on the quality of work turned in (papers, exams, etc.) and not on class attendance or participation. So it is essential that you develop strong study skills.

1. Develop a regular, practical schedule for yourself, and then stick to it. If you know that you just can't get going in the morning before 10:00, don't schedule study time for 8:00. Be realistic.
2. Anticipate when you are going to need time off, and then make sure you schedule sufficient study time to allow you that time off.
3. Review and amplify class notes as soon as possible after class so that the professor's lecture or discussion is still fresh in your mind.
4. When reading textbooks, skip ahead to the chapter summary, chapter review or suggested test questions (most textbooks have something like this at the end of a chapter or section) and review them first. These are the most important points in the chapter, and your familiarity with them as you read the text will help you focus on and later recall them. You can also thumb through the whole chapter, noting the various headings. When reading non-textbook material, try to find a summary or review of the material before you tackle the book or article itself.



5. After reading the assigned material, imagine that you are writing a quiz on this material. What questions would you ask that really get to the core of the material? What are the answers?
6. Most term papers require weeks of organized research, writing and editing. Develop a time line for yourself and discipline yourself to stick to it. If you have some choice in the topic, choose one about which you are genuinely curious. Use your school's library staff to help you get going on research. Most of them have master's degrees related to how to do research; let them be helpful! Organize the structure of your paper.
7. Once you have your first draft completed, take a little time away from it (schedule this into your timeline) and then start editing. The editing is just as important a step as the original writing and researching. If your school has a writing center, take advantage of it — they can really help you improve your paper. Ask for help from your professor (they are often willing to read first drafts) or get a friend to take a look at it. No good piece of writing gets printed without editorial input (including this one).
8. Studying for an exam should occur over several days. Cramming all the review into the night before the exam generally doesn't work. You won't remember what you need to remember, and you'll have a very stressful night. Review your notes, create a study group, make up questions you think get to the essence of the material, and creatively come up with ways to remember the key facts. Maximize your multiple learning strengths (reading, writing, listening, speaking) by reviewing the material using all these modalities. In other words, re-read it, write about it, listen to it and discuss it.

