

Studying Smart

Tips for making the most of your study time:

- 1. Manage your time wisely** - Plan for deadlines. Do not leave assignments to the last minute. Complete the assignment as soon as possible after the class, so the subject and your interest are still fresh.
- 2. Be comfortable** - Study in a place that will allow you to focus. Look for a place that is not too hot or cold, has good light (enough to easily read, but with not glare), and plenty of desk or table work space.
- 3. Limit distractions** - Limit distractions when you study. Face away from windows, cut off cell phones, do not play on the internet, and clear your workspace of everything except your study materials.
- 4. Plan ahead** - Know when things are due, predict how much time you will need for each assignment, and make a plan for how, where, and when you are going to study.
- 5. Review old materials** - spend the first ten minutes of studying reviewing previous assignments. Frequent review sessions result in less time needed for studying for a major test.
- 6. Have realistic expectations** - if you have more than one assignment due on the same day it is unrealistic to believe you are going to be able to complete everything at the last minute before class.
- 7. Do not cram** - studying for shorter segments over a several days is more productive than cramming for hours the night before an exam.
- 8. Take good notes in class** - when you are in class take clear notes and keep them organized so you they are easily accessible when it is time to study.
- 9. Check out the Library** - the library provides you with a wealth of knowledge to supplement lectures, notes, and text books.
- 10. Take care of yourself** - getting plenty of sleep, eating healthy foods, and exercising regularly will keep you physically and mentally prepared to study.
- 11. Take breaks** - After studying for a set amount of time take a short break and do something like stretching, going for a walk, or drinking a glass of water. Then you will be able to start back with a fresh start.
- 12. Have Fun** - During exam times take time to have fun. Go to a movie, hangout with a friend, or watch television.
- 13. Think Positively** - You can improve your study skills. It will take effort and time, but with determination and a positive attitude you can reach your goals.

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