

STUDY SKILLS



TEXTBOOKS:

Before you just start reading a textbook, or one of its chapters, *preview it!*

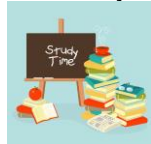
- Look at the illustrations (yes, look at the pictures and figures) and read the captions.
- Check out any BOLD or differently colored words in the chapter – Key Concepts!
- Briefly read vocabulary lists or chapter objectives and summaries.
- First, skim the entire chapter for content, then go back and read it normally.



LECTURE NOTES:

It's impossible to write down word-for-word what your teachers say...

- Listen carefully and filter what is worth writing down.
(Ask yourself, what is the overall point?)
- Ask questions to get clarification! Chances are others have the same questions as you.
- Review your notes each night. Do they make sense?
Fill in any blanks while it is still fresh in your mind.



STUDY TIPS:

Try to think of your study time as a positive experience; a learning time!

- Study a little bit each night and keep up with your assignments!
(Cramming doesn't work very well for most people and can be really stressful).
- Designate a regular time and place to do your homework and studying.
It should have good light, be comfortable, and most importantly be free of distractions!
- Form study groups or get a tutor in subject areas that are more challenging.
- Exercise and a good diet give you the energy you need and help your brain to learn!



TEST PREP:

Keep up with all reading and writing assignments — if you get behind, you will spend your time catching up, not really preparing for the test!

- Attend review sessions! Ask about the type of test and the kind of test questions.
Will it be multiple-choice, true-false, essay, or something else?
- Teachers want you to know the MAJOR CONCEPTS and ideas, so study those the most! Learn the vocabulary words and look over chapter summaries and questions—they often will help you study, like a pre-test.



TEST TIME:

Be Confident—if you did the time, then you know that you're prepared for the test!

- Look over the whole test—it may help you get rid of the last minute butterflies.
- Budget your time—answer all the questions you know first, then, go back to the ones you got “stuck” on.
- Look for clues to some questions in other questions!
- Use process of elimination for matching and multiple choice questions!
- Eliminate answers with the words “always,” or “never” on true-false or multiple-choice. These answers are almost always incorrect.
- Think before you write, for essay questions! Your response and thoughts will sound more organized if you do! Make a brief outline on scratch paper of what you want to say before you begin to write.