12 Tips for Effective Studying

1. Take classroom notes and review notes regularly.
   ✓ Explore using alternative note-taking systems (e.g. Cornell Note-taking).
   ✓ Review notes after each class period, and regularly during the week.

2. Look for main ideas, and try to link them together.
   ✓ Attempt to identify major themes in the reading and lectures.
   ✓ Get a thorough understanding of the major themes to help with details.

3. Learn what criteria will be used to grade tests or assignments.
   ✓ Meet with your professor to find determine how material may be presented.
   ✓ Ask if you can look at old test examples to aid in your preparation.

4. Try to predict test questions based on previous reading and/or classroom discussion.
   ✓ Listen carefully in class for the professor’s emphasis on certain topics.
   ✓ Attempt to draw out the significant material from reading assignments.

5. Utilize flash cards and highlighters to present and display material in alternative ways.
   ✓ Use different colors to highlight vague and ambiguous material.
   ✓ Highlight sparingly to give more emphasis to what is highlighted.

6. Practice answering predicted test questions.
   ✓ Utilize old tests and assignments to help here.
   ✓ Try to answer questions at the end of textbook chapters.

7. Determine which courses require the most time and effort.
   ✓ Begin with the most labor-intensive material first.
   ✓ Make an outline of what specific tasks you want to achieve in a given time frame.

8. Sketch out a calendar for exam preparation.
   ✓ Don’t wait until the last minute to begin.
   ✓ Break large assignments into smaller pieces.

9. Allocate specific study time for each day.
   ✓ Try to study at the same time each day.
   ✓ Meet with other students if you feel this would be beneficial.

10. Meet with your instructor to determine the most effective way of engaging and retaining course information.
    ✓ Take your syllabus and notes when meeting with professors.
    ✓ Have well-formed questions to assist you in studying.

11. Choose a quiet place with low traffic to minimize distractions.
    ✓ Wear ear plugs while studying to help with concentration.
    ✓ Take regular breaks (e.g. 45/10).

12. Keep study materials organized and close by.
    ✓ Maintain clear, organized, coherent notes.
    ✓ Review notes at odd times- studies show this enhances retention.