

How to Study

This is not how to prepare for a test; this is how to make sure you learn the class material. Learning and memorizing are not the same. Repetition throughout the quarter is required to learn.

Part 1: Class Preparation and Processing

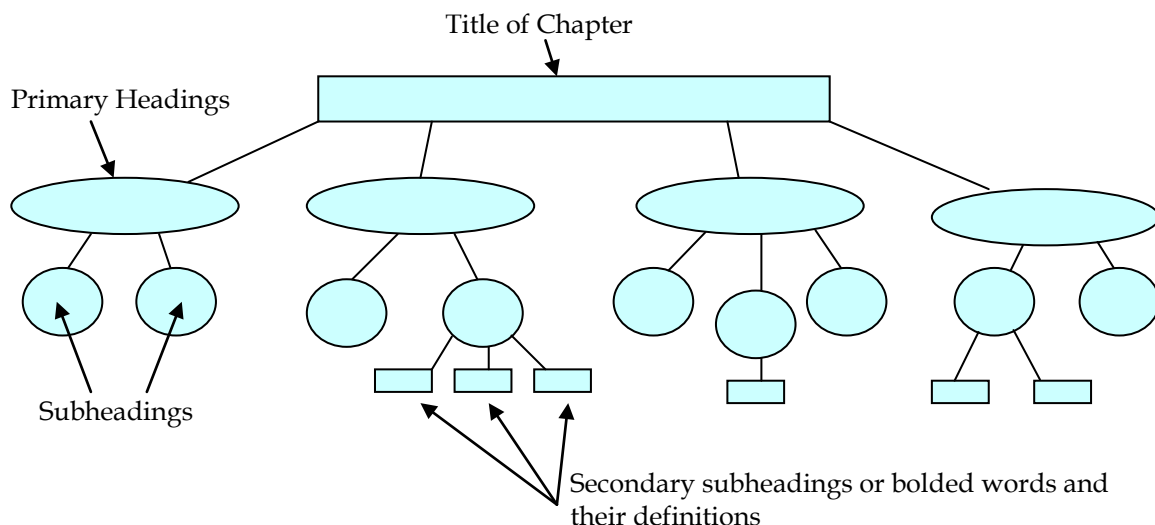
Before Attending Class	Read or preview chapter(s) to be covered in class before class. (See "How to Preview Your Text," below to maximize your comprehension.) Take about 20-30 minutes to preview.
GO TO CLASS	Listen actively , take notes and participate in class discussion. (See "How to Take Notes in Class" on next page.)
After Class	Review and process class notes immediately after lecture or as soon as possible after class. (See "How to Take Notes in Class" on next page. Complete sections 2 and 3.) Take about 10-20 minutes to process notes.

Part 2: Outside of Class Study Sessions

2-5 minutes	<p>Set a Goal for the Session Choose an activity such as:</p> <ul style="list-style-type: none"> • Read and map your text • Create or practice with flash cards • Create an outline • Work problems • Re-write notes • Make or take a practice test • Create or practice with concept cards • Teach the material to someone else • Review previous tests • List and schedule things you have to do <p>What are you going to accomplish before the end of this study session?</p>
20-50 minutes	STUDY with FOCUS and ACTION (avoid multi-tasking) Do the activity you chose. Accomplish the goal you set for this session.
5 minutes	Take a Break Do something else for a few minutes to rest your brain and prepare for the next session.
5 minutes	Review what you accomplished during the previous study session.
Repeat	Implement as many study sessions as it takes for you to know the material well enough to teach it to someone else

How to Preview Your Text: Create a Chapter Map

Before attending class preview the chapter that will be covered by creating a chapter map. Your goal is to become familiar with the main ideas and key words and to identify questions you have.



How to Take Notes in Class

Before class, divide your note-taking pages into three sections:

Section 2:

As soon as possible after class, pull main ideas, key words, questions, formulas, etc. out of your notes and summarize them in this section. (These might match the words or phrases from your chapter map.)

The act of summarizing your notes helps you process the information.

This will also allow you to scan your notes later and quickly see what information is on each page.

This section can serve as a study guide for tests.

Section 1:

During class take notes in this section. Use as many pages as you want, but only write in this section during class.

Copy anything the instructor writes on the board or shows in a PowerPoint.

Write down any important points the instructor makes even if he doesn't write them on the board.

Write down any connections, ideas, or questions that pop into your head (related to the material of course) during lecture.

Write down anything the instructor emphasizes by repeating or changing her tone of voice or body language.

Copy diagrams and illustrations in to your notes

Use abbreviations and symbols (arrows, underlines, etc.) as necessary.

Keep up with the instructor. If you fall behind, leave a space in your notes and start again where he is. You can fill in the blanks outside of class by looking at a classmate's notes.

Right after lecture, read your notes and clarify anything that is sketchy. Can you read everything you wrote? Is there something that needs more explanation? Are there abbreviations whose meaning you won't remember in a couple of weeks?

After class you may want to compare notes with a classmate to fill in any gaps.

Section 3:

In this section write down at least one question from the material on this page that your instructor might put on a test. Coming up with questions helps you process the information at a deeper level. Also, you can use these questions to make a practice test later.