



### Studying Tips

#### Which Study Habits Can You Improve?

Before you can improve your study habits, you have to identify the strengths and weaknesses in your current study habits.

Indicate where you stand for each study habit. Then click the "What Can I Do?" button to see some ways in which you can improve your study habits. <http://www.educationplanner.org/students/self-assessments/improving-study-habits.shtml>

#### How Do I Make a Plan for Studying?

The first thing you need to get started is an action or study plan. A study plan is an organized schedule that outlines study times and learning goals. Creating a study plan can help you concentrate, retain material and effectively manage your time. Schedules will vary for each individual.

You are probably asking yourself, "How much should I study?" There is one way to answer that question. First, gather together all of the resources you have on hand, such as textbooks, notes and handouts from your in-school classes. This will give you an idea of how much material you'll have to review to prepare for your exam.

Remember, you don't just need to read these materials, you need to understand them – you need to be familiar with the material and be able to recall at least 70% of the information during the exam. You will probably have to review your study materials more than once. Now, consider how much material you have to study, and then fill in the following checklist to help you plan your study activities.

#### Checklist:

- a) Estimate how many hours you think it will take you to become familiar with all of the information you want to learn \_\_\_\_\_
- b) How many days per week can you study? \_\_\_\_\_
- c) How many hours at a time can you study? \_\_\_\_\_
- d) Considering both (b) and (c), how many weeks do you think it will take you to complete your studying activities? \_\_\_\_\_

#### Sample Calculation:

- a) I estimate 50 hours of studying (50 hrs x 60 min/hr = 3,000 min)
- b) I can study 5 days per week.
- c) I can study for 120 minutes per day.
- d) I need 3,000 min / 120 min per day / 5 days per week = 5 weeks

Your answer to (d) will give you an idea of how long it is going to take you to complete your studies. It will also help you to decide how much time each week you must set aside for studying. Keep in mind, your answer to (a) is an estimate, but you need to stick to a study schedule that allows you to be prepared for the test date if you've scheduled it ahead of time.



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##### Tips for Creating Your Study Schedule:

- Assess your current schedule – try to create a healthy balance between your work life, study life, social life and sleep time.
- Establish a regular studying routine.
- Look at your calendar/planner and flag study and non-study days.
- Schedule study sessions in blocks – short blocks can be easier to schedule and more effective. There is a sample planner on the next page.
- List all the subjects you need to study and rank them by deciding which are most important and which you think need the most reviewing.
- Do your most difficult studying when you feel best. Are you a morning person or a night owl?
- Make up a specific schedule and reward yourself when you stick to it, e.g., three nights a week, I will study for one hour after the kids are in bed, and then I can watch my favourite show.