

## Top 11 Study Skills

1. **Set goals.**  
If you don't know what you want to achieve as a student, you won't know how to get there or if you've accomplished things.
2. **Use an appointment book.**  
If you keep all your appointments, due dates, test dates in your head, you won't have any room left for the new information you are learning about in classes.
3. **Know your learning style.**  
Develop techniques and strategies for compensating for possible differences between your learning style and your instructor's teaching style.
4. **Be an active reader.**  
Be a text detective: ask your text good questions and it will yield good answers.
5. **Participate in study groups.**  
Share the load of reading and studying with other students – you will learn better by teaching them, and you will be exposed to ideas you didn't come up with on your own.
6. **Take notes.**  
Use the Cornell, outline, mapping or charting method to condense and synthesize reading, lectures and discussions.
7. **Organize your study materials.**  
If you organize your materials as you proceed through a course, you will retrieve information with greater ease later.
8. **Draft papers.**  
Never turn in the first draft of a paper – always leave time to re-work it before your professor sees it.
9. **Slow down on tests.**  
Anxiety makes you skip over parts of questions. Read every word carefully.
10. **Don't replace protein with caffeine.**  
Protein and complex carbohydrates are an energy source that won't leave you jittery.
11. **Call Adina**  
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