

Study Tips

Fundamentals

1. Regular study can be fun and rewarding.
2. Even if you study efficiently, you still need to put in the hours.
3. Make yourself an inviting work environment.
4. List your tasks beforehand.
5. Keep the benefits of study clearly in mind.
6. Leave your desk or place of study inviting for the next time.
7. Use your best time of day for study.
8. Keep study times to "bite-sized" chunks.
9. Complete your tasks.
10. Reward yourself!

A Good Study Time Frame

It is a known fact that students retain information more effectively when studying 1 hour a day in 30-minute sessions than cramming four or more hours a day. Revision is actually the key to good study.

New Study	20 minutes
Break	5 minutes
Revision	5 minutes
Repeat two times per day.	

Review daily for 5 minutes at the end of each 30-minute session. Review the same material one-week later and then again in one month.

Reading Comprehension

The Overview

Quickly browse through a chapter to obtain a general idea. Look at images, diagrams etc. Skim through sections looking for main points.

The Closer Reading

Even for the closer reading you should not, normally, read the chapter or book through, word by word; nor should you reread those parts you have already read. Instead decide what you already know and do not need to study and which parts you do not know and wish to know. When encountering difficult material do not spend hours trying to understand one single difficult passage because what comes after it may help you to understand it.

Review

The average memory of a difficult or new idea begins to fade if you do not revise. Take time to review the material.

Note Taking, Flash Cards and Study Groups

Readings and Lectures

Ask yourself what you are studying for? Note taking while reading or listening can help you concentrate. Notes should be a way of organizing material NOT copying it. It is always easier to remember material that you have worked with than material that you have just allowed to sink in. Always finish your readings before lecture!

Flash Cards

Flash cards are an ideal way to review new vocabulary and concepts. On one side of an index card write a vocabulary word or concept on the other side define the word or concept.

Study Groups

Initial study should be a solo activity but reviewing material with friends or colleagues can be an enriching experience.