How to Study Workshop

SAC Writing Center
Outline

- Avoid Multitasking
- Learning Styles- Know your style
- Note Taking -5 R’s
- Time Management and The Study Cycle
- Blooms Taxonomy- Take advantage of problems
- Studying Difference between High School and College
Study Setting

- Where do you usually study? Is it constant?
- Research has proven that having a set study space helps your brain get in “study mode.” In other words, you are more likely to focus in a designated space, and the time you use to study will be more efficient.
- Disconnect- Social media, friends, phone. Your frontal lobe is always planning. Knowing that your phone is close by will make you want to get distracted with it- Contacts, social media, information that is not crucial, etc.
- The specific time you dedicate to study will make a difference between being able to accomplish your study goals or not.
  - Think, what time do you perform best? Is it in the morning? Night?
  - When does your social life take up most of your time? Is it at a specific time during the day? Weekends?
  - When is the best time when you can successfully reduce these study distractions?
Study Setting- Cont.

- The place and the setting you create to study make a huge impact on the results you get from it.

- When studying keep in mind:
  - Get a place(s) where you can be free or away from distractions
  - Keep your phone put away.
  - Gather all your material- You do not want to spend additional time looking for your books or materials. This should be done BEFORE you start studying.
Avoid Multitasking

Let’s say you have five major exams next week. What is the best course of action.

- Multitasking... Right?
- NO. Not quite.

What is multitasking?

- Multitasking, or joggling is the process where you place your attention on different tasks “at the same time.” However, as we know, the brain can only focus on one thing at a time. Therefore, you are actually asking your brain to work harder by switching from one task to another.

- As expected, multitasking produces poor results and increase the time it takes you to complete tasks.
Multitasking will NOT make you more effective. By the contrary, you will spend more time completing your assignments, and you will end up having to revisit the information you were working on while multitasking.

Finally, multitasking can hinder your mental and physical health.

A study from Harvard Medical School discovered that “Multitaskers are also less likely to retain information in working memory.”

Multitasking can lead to health issues due to excessive stress inflicted on your body.

Finally, multitasking can cause memory impairment.
Learning Styles

VERBAL
Words are your strongpoint! You prefer to use words both in speech and in writing!

VISUAL
You prefer to use pictures, diagrams, images and spatial understanding to help you learn.

MUSICAL / AUDITORY
You prefer using sounds or music or even rhythms to help you learn.

PHYSICAL / KINEASTHETIC
You use your hands, body and sense of touch to help you learn. You might ‘act things out’.

LOGICAL / MATHEMATICAL
Learning is easier for you if you use logic, reasoning, systems and sequences.

WHAT’S YOUR LEARNING STYLE?

SOCIAL
You like to learn new things as a part of a group. Explaining your understanding to a group helps you to learn.

SOLITARY
You like to work alone. You use self-study and prefer your own company when learning.

COMBINATION
Your learning style is a combination of two or more of these styles.
Effective note taking is an important skill that can be used in a myriad of situations. It helps you communicate more effectively in your personal life, your work, and your studies.

In addition, note-taking allows you to properly understand the information and retain the material longer.

Taking proper note-taking can make the difference when it comes to succeeding in a class.

But… What are the steps to create proper note taking.

Follow the 5 R’s Method
The 5 Rs of Notetaking

Record: During the lecture, write all meaningful information legibly. You can audio record while taking notes.

Reduce: After the lecture, write a summary of the ideas and facts using key words as cue words.

Recite: Recite all the information in your own words without looking at our notes or the text.

Reflect: Think about your own opinions and ideas. Raise questions and record original ideas.

Review: Before reading new material, take 10 minutes to review your older notes. Skim over the main ideas and details.

Time Management and the Study Cycle

Time Management Matrix

URGENT

1. crises
   - emergencies
   - pressing problems
   - deadline-driven projects
   - last minute-preparations

2. preparation, planning, prevention
   - values clarification
   - capability improvement
   - relationship building
   - true recreation/relaxation

NOT URGENT

3. interruptions
   - some callers, some mail
   - some meetings
   - many pressing matters
   - popular activities

4. busy work
   - trivial activities
   - some calls/emails
   - escape activities
   - time wasters
Time Management and the Study Cycle  -Cont.

**UNLOCK YOUR FULL POTENTIAL!**

**Preview before class:** Skim chapter/handouts, notice headings and bold words, read summaries and objectives, write questions prior to the lecture.

**Attend class:** GO TO CLASS! Pay attention to the lecture. Participate in discussions. Ask questions. Take meaningful notes.

**Review after class:** As soon as possible, read your notes, fill in gaps, and write down questions to address when you study or with the instructor.

**Study:** Review info multiple times using different strategies. Ask questions (Why? How? What If?). Use intensive study sessions daily and weekend reviews to make connections.

**Assess your learning:** Perform periodic reality checks. Ask yourself, “Are my study methods effective?” and “Do I understand the material well enough to teach it to others?”

SCTC Tutoring and Mentoring  * www.sctech.edu/tutoring
Time Management and the Study Cycle - Cont.
Studying Difference Between High School and College

- Remember that college is very different from high school. Some of the major differences you need to keep in mind are:
  - College professors expect you to turn in ALL your work
  - You need to set aside at least two hours for study time in addition to the time you attend to class
  - Deadlines are HARD deadline- Hardly ever instructors allow you to get extra credit and you will never get a “make up day” in lieu of all the missing assignments.
  - Grades are not negotiable. Your final grade reflects the effort and commitment you gave throughout the entire semester.
  - You are responsible for your own learning
Studying Difference between High School and College

- Study partners and groups will give you a greater opportunity to succeed
- Schedule time to sleep and have fun
- Be organized
- Switch up your setting
- Concentrate when studying
Work Cited

- “Campus Explorer.” Campus Explorer, www.campusexplorer.com/college-advice-tips/2DF9E34D/7-Best-Study-Tips-for-College-Students/.