



Tips for Being a Successful Learner



Dedicate A Study Space:

Establish *well-lit study space* where you can focus on your studies. This can be a library location or desk in a room at home. Try to have the *same study schedule* – it helps focus.



Supplies:

Have all the supplies and tools - pencils, highlighters, paper, textbooks, syllabus, calendar, calculator - you need for studying with you *before you begin* to study. Engage tools with your learning!



Plan:

Use *class syllabi* to plan study time. Plan questions for the next class. Use the [pomodoro](#) technique for time management. Work on the toughest courses first.



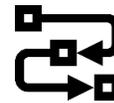
In-Class:

Pay attention in every class; make every minute count. *Come prepared* by completion of readings and activities, *ask questions* of the instructor, *listen*, *take excellent notes* (1/3-2/3 method is great!), *work in advance* with your instructor about concerns that might affect attendance or assignments.



Study:

Learn general - *key concepts-first*. Then, learn key details. *Studying to understand* makes tests easier. Use reading strategies like *SQR3* or *PQR4* to improve understanding. *Ask for help* from instructors, tutors, academic coaches and peers. *Review notes daily* and *plan ahead* for your next class time.



Over learn:

When reviewing notes to understand key concepts before trying to memorize, check your understanding through *think-alouds*, *list-making*, *mind mapping*, *quiz yourself* or a friend, the easier it will become to remember. Humans need time to process information.



Quiz/Test Prep:

Use notes to *create practice quizzes*. For multiple choice - learn *associations* between concepts; true/false -use *memorization* of facts; essays - *create outlines* for key concepts.



Quiz/Test Day:

Check the test to ensure all pages are there. *Preview test* to warm-up thoughts. *Answer known questions* first. *Highlight/circle questions* answered to go back to. *Ask instructor* for clarification.



Use your supports:

The more familiar you become with these strategies, the more you will find your learning increases.

[EXCEL Zone](#)

Work Smarter, Not Harder!