

# **Increase Your Grade Point Average With Better Study Skills**

**Why? It's simple....**

- **Students with the highest grades get the best jobs.**
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- **Good study habits give you more time for other things.**
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- **Knowing how to take tests gives you greater confidence.**
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- **Your memory will increase for names, faces, and facts.**
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- **Even a good student can turn Bs into As.**
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- **You could earn a college scholarship, or at least get your money's worth from your tuition!**

# **HOMEWORK HINTS**

## **I. A PLACE TO STUDY**

Your place of study should be :

Comfortable, but also business like  
Well lit so you can see your work  
Free from clutter and things that can distract you  
Quiet enough for you to concentrate on your work

## **II. BEING PREPARED**

Designate a special time each day to do your homework  
Take time to relax and review instructions to avoid feeling frustrated  
Leave your homework in a special place (folder, etc) so you won't  
forget to bring it to school  
Plan ahead for deadlines to keep from cramming at the last minute

## **III. HOW TO PRIORITIZE YOUR ASSIGNMENTS**

Start with a short assignment or one you like  
The longer assignments and subjects should be next  
Do the assignments that are not due the next day last  
Pace yourself and take well-deserved breaks (set a timer if  
you need to)

# Memory Strategies

Visual organizers:

- drawing pictures
- Venn diagrams
- Other graphic tools

Mnemonics:

- Silly sentence

- Silly picture

Acronyms;

Using the 1st letter in each word to make another word to help recall the correct sequence like HOMES for the Great Lakes. (Huron, Ontario, Michigan, Erie, Superior)

Acrostics;

A short sentence with the initial letter of each word to help remember sequence like Does McDonald's Sell Burgers. The main steps for long division (Divide, Multiply, Subtract and Bring down).

Sound/Symbol Correspondence;

Using a picture to trigger the association of a sound like a picture of an apple can be the keyword to recall the letter a and the sound of /a/.

Flash cards:

Use for vocabulary and spelling: color coding

Abbreviations:

Using the 1st letter of each fact you want to remember

Grouping:

Remembering facts that can go together in some way.

# Organization Skills

## *Organization of Materials and Environment:*

- Organize materials such as supplies, books and flash cards
- Organize work place, keep it consistent and neat
- Study the same time everyday
- Use a white board or paper and marker to write important information during that study time (ex. Break time 7:00, or list hw in order)
- Set a timer for the amount of time each activity should take
- Make a list to check off each day

## *Calendar*

- Read and use a large calendar at home. Include homework dates and some fun dates like holidays, field trips and days off
- Plan for short and long term assignments (if you have a test in 3 days plan to study a little each day before)

## *Accommodations To Try*

- Books on tape
- Kurzweil Computer Program
- Inspiration Computer Program for webbing
- Get extra copies of your text books to keep at home

## **DIFFERENT WAYS TO STUDY**

- \* practice with flashcards (especially for vocab)
- \* ask someone to quiz you
- \* reread
- \* highlight your notes
- \* summarize
- \* read your notes aloud
- \* outline or make a graphic version of written work (lists, columns, Venn diagrams, etc.)
- \* quiz yourself
- \* write memory work over and over until you feel confident
- \* use a worksheet as a quiz by covering over the answers and re-doing it
- \* look over old quizzes and try to figure out why you're making mistakes
- \* look over the returned assignments for the unit
- \* answer study guide questions or questions at the end of the chapter in a text
- \* “teach” someone else what the topic is about
- \* look up the parts of the assignments that you didn't understand the first time
- \* study with a partner or friend
- \* make a practice test

\* look up other books on the subject

# How to Study for an Essay Test

**For essay tests study concepts, relationships and organizational patterns**

**An essay test will ask you to do something. Identify the behavioral term and do it. Here are some examples:**

- **Explain - Tell how and why.**
- **Describe - Tell what it looks like, sounds like and feels like. Use your senses.**
- **Compare - Tell the similarities.**
- **Contrast - Tell the differences.**
- **Trace - Go over, repeat or paraphrase a sequence of events or ideas (like tracing a picture).**
- **Discuss - Talk about. This one is so vague; if the instructor doesn't give more specific questions, ask for clarification.**
- **Illustrate - Give an example, or draw a picture.**
- **List - Make a list and number the items.**
- **Evaluate - Tell the value of. Is it good or bad? Did it do its job?**

**When the question asks for a list make a list, don't give an explanation.**

**In short, answer the question that is asked.**

# **NOTE TAKING SKILLS**

## **Highlight the Items Your Instructor Thinks are Important**

**You'll know which ones they are when your teacher says these things:**

- **"What's really important is this..."**
- **"Please understand that..."**
- **"...and that is why..."**
- **"I'd like you remember that..."**
- **When your teacher writes something on the board or overhead....**

**All these are clues that this information is more important than the rest.**