# How to study

## Create a study environment

* **Eliminate distractions- noise, clutter, and your mobile phone.**
* **Open the window for fresh air.**
* **Select a manageable amount of work for one study session, like one chapter of a book.**
* **Do a hard section first. Take a break. Review the first section, then move on to something easier or more enjoyable.**

## Improve your concentration

* **Organize your time. Which time of day you work best (morning, afternoon, evening)? Allocate this for private study.**
* **Plan regular breaks, for example, 50 minutes of study followed by ten minutes break. If you cannot concentrate for 50 minutes, then try a half hourly pattern:**

**25 minutes study – 5 minute break,**

**20 minutes study – 10 minute break.**

* **Do something physical in your break: stretch or go for a short, brisk walk.**
* **Try to increase the amount of time you can concentrate.**
* **Feeling tired can mean you are bored with a particular subject. Switch to another topic to see if you get a second wind.**
* **Manage time and vary tasks so that you don’t get stuck for too long on something difficult.**
* **Vary sources so that you are not always reading. Use internet, video, and /or group discussion.**

## Things to know about memory

**If you understand information, you should be able to put it into your own words, and explain it to someone else.**

* **Organize material into patterns or groups.**
* **We are likely to remember things we understand or already know something about.**
* **Our memory operates by building connections.**

## Make study aids

* **Study sheets combine lecture notes and text notes, research information and your own ideas. Making study aids will show how the information you have gathered from different sources interrelates.**
* **Study sheets condense your course into a manageable size of work. After you have re-read study notes a several times, highlight the parts you can remember without reading the notes. Condense the notes again with only the information you couldn’t recall. Keep the old study notes in case you need to re-read the full notes before an exam.**
* **Condense your study sheets on index or flash cards. Write short phrases as bullet points. Use mnemonics. These are easier to remember and take up less space. Review, separate, and quiz yourself.**
* **Separate main ideas and details. Highlight key terminology, names and definitions.**

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