

Academic Advisement Center

Studying Skills

Effective Studying Gives You Confidence

Set the right atmosphere.

- Study where you can concentrate without interruption—no TV, phone or friends. Study in the same place each day.
- Sit at a well-lit desk or table.
- Don't study when you're overtired.

Make the most of your notes.

- Take notes efficiently—in a notebook
- Spend a couple of minutes reading your notes right after class.
- Set aside some time each week to review your notes.

Develop a schedule.

- Mark deadlines and exam dates for the semester on a calendar.
- Schedule several short review sessions rather than one or two longer ones.
- Be realistic about how much material you can cover in one session.
- Schedule some free time too!

Create learning aids.

- Use flashcards to learn technical terms and foreign language vocabulary.
- Make charts and time lines for historical events.
- Use outlines to help break information into smaller units that are easy to remember.

Prepare yourself.

- Attend all classes. Skipping classes may add to your anxiety at test time.
- Ask questions, and try to pick out important information.

Hoag Student Center
Dahlonega, GA 30597

Phone: 706-864-1460

Fax: 706-864-1461

Email: jburt@ngcsu.edu