**The Study Cycle**

**PREVIEW**
- Identify sections to be covered in the next class/lecture (syllabus)
- Take 10-15 minutes to look over chapter headings, keywords, & chapter summary
- Formulate questions you want to answer during class

**Prepare for Success**
- Think realistically and manage time with a study schedule
- Study when and where you’re the most alert
- Analyze returned tests

**TEST**
- Arrive early to reduce anxiety
- Get an overview before you begin
- Read directions carefully
- Keep track of your time
- Practice relaxation & positive self-talk

**LISTEN & TAKE NOTES**
- Use an effective notetaking system during lecture
- Listen to find answers to your questions
- Include what the professor *says* in addition to material on the board
- Leave space in notes to add material later

**REVIEW & RECALL**
1) Clarify — Fill-in gaps using resources such as text, TA, instructor, other students, tutor, etc.
2) Organize — Create outlines, charts/tables, concept maps, flowcharts, diagrams to illustrate relationships (i.e., similarities, differences, thematic comparison, hierarchy, chronology, cause/effect, part/whole, etc.)

**SELF-TEST**
1) Rehearse — Do practice problems, Boost memory with repetition, mnemonic devices, etc.
2) Elaborate — Explain ideas aloud (to self or others), write and answer practice test questions.
3) Apply — Challenge yourself to apply the knowledge to problem-solving, or real-world situations

**READ SECTIONS COVERED IN LECTURE**
1) Read the textbook section with your class notes
2) Synthesize lecture and reading materials
3) Identify gaps or misunderstandings

Summarize — identify main ideas and put them in your own words

For multiple choice exams, cover answers and generate your own response

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Typically, students only remember 5% of lecture information that is not included in their notes.