

# Study Skills Tip Sheet

## Note-Taking Tips

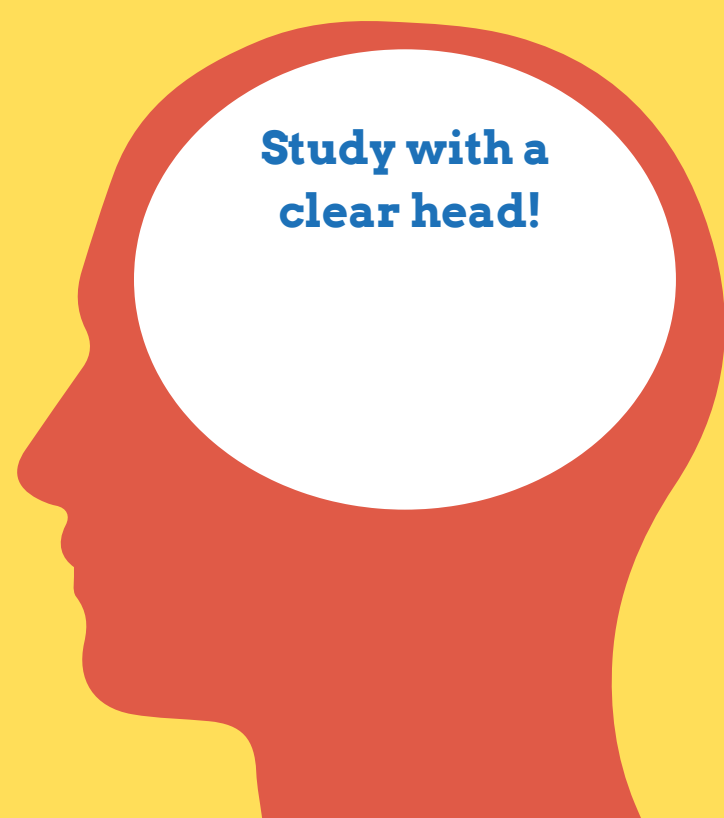
- Listen carefully to the teacher.
- Always write down things the teacher:
  - Writes on the board or overhead.
  - Says are important to remember.
  - Says over and over and over again.
- Always put examples, page numbers or reminders next to your notes.
- Leave room on your paper to expand or add to your notes after class.

## General Study Skills

- Set up a daily time and place to study.
- Write down homework assignments, tests and project along with due dates.
- Review your notes and handouts on a daily basis.
- Always look for new study-skills habits/strategies that may work for you!

## Stay Focused

- Take a short breaks when studying.
- Get plenty of sleep.
- Stay hydrated.
- Study is a quiet place.
- Avoid distractions.
- Eat a balanced diet.
- Take time out for fun!



## Test-Taking Tips

### *Before the test:*

- Have several study sessions prior to the test day
- Do not cram the night before!
- Complete any review sheets a teacher gives you
- Review all notes, outlines, note cards, quizzes and/or review sheets for the current test materials.
- Take a deep breath before entering the classroom and tell yourself that you will do well
- because you have prepared well

### *During the test:*

- Relax and take slow deep breaths if you need to calm yourself down.
- Look over the entire test first.
- Read all directions very carefully.
- Answer questions you know first.
- Manage your time so that you are able to complete all sections.
- Review all your answers before turning in your test.