**STUDY APPROACH**

No more ineffective studying for you…the following method of study is organized and purposeful. If you begin to follow these steps while studying and reading your course textbook/materials, you will find that this system works. How will you know? Your exam grades will let you know! Don’t waste anymore time studying haphazardly.

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| **Survey: Find Perspective** |

This is your **first look** at the textbook or textbook chapter. (If you are working on an assignment at the same time make sure you read the syllabus, rubric and any handouts provided. Supplemental materials: website, CD ROM, D2L materials.

* Look over the Table of Contents to get perspective on the chapter theme.
* Read vocabulary lists.
* Read the introduction and summary.
* Scan the chapter-paying attention to subheadings, graphs, pictures, key terms, bold faced words and whatever attracts your attention.

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| **Read and Question: ACTIVE READING** |

This is the most important step in the studying process. You must learn to read critically. This is an active endeavor! You cannot expect to comprehend the material simply by reading without intention**. NOTE: This process can take a few hours to complete.** You don’t have to finish the entire chapter in one reading session. You can “chunk” your readings into multiple sessions or just a few. It depends on your attention span and reading/comprehension levels**. IMPORTANT: You should follow the semester schedule of chapter readings that your professor provides in the syllabus. It is next to impossible to do this strategy right before the test with multiple chapters. This is an ongoing practice that you should be completing for all courses throughout the entire semester. ☺**

* Read and consider any questions you see in the chapter or handouts from you professor. **This gives you an idea of what the learning outcomes for the chapter/assignment may be.**
* As you begin to read consider the overarching questions-the big idea of the chapter or concept(s) you are learning. WHAT AND WHY AM I LEARNING THIS MATERIAL? WHAT WILL I KNOW/UNDERSTAND WHEN I AM DONE?
* **Mark your text as you read**: highlight, underline, and formulate questions. You can develop a system that works for you. For example, you can place a “D” on anything that is a definition, “F” for facts, “A” for applications or real-world examples, “?” for anything you don’t understand. (If you are renting your book, you can translate this into a notebook or use pencil and erase later.)
* **Write vocabulary words down and their definitions!** If you don’t know the meaning of the word-STOP and look it up, or the rest of the reading may be difficult to understand. You can use the Quizlet APP to make flash cards for your vocabulary terms.
* **Read straight through if material is easy to understand**.
* **Difficult material should be read section by section**-paragraph by paragraph, if necessary. (Reading aloud helps.)
* Create and write down questions as you read, so you can quiz yourself later.
* Use concept maps to help you understand new ideas and material.

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| **Assess: Test yourself before the professor does!** |

Now that you have completed your first reading, it is time to assess your knowledge and understanding of the material.

* Take the test at the back of the book if provided. Answer the questions you have created. Look to your notes and chapter for the correct answers. Complete the study guide if you were given one.
* Ask yourself if you understand the meaning of what you have studied. Can you share your understanding in verbal and written form? If not, go back and clarify.
* **If you are having difficulty with material-this is the time to ask your professor, tutor or study partner(s).**

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| **Review:** |

It is important to “visit” the material often between your first reading and the few days before the test. So…

* Review your notes daily!!!
* A few days before the test, begin your second reading of the material and assess your knowledge again with practice tests so you have to recall the information. Your second reading will not take anywhere near as long as the first, if you did it right the first time. You will simply be looking over your initial “active reading” notes and highlighted text.