

Maximizing Study Time



NAME _____

DATE _____

CLASS & STUDY TIME COMPARISON CHART

	HIGH SCHOOL	COLLEGE
How many hours are spent in class per week?	30 hours	
How many subjects are covered per week?	6 subjects	
How many hours are spent studying per week?	2-3 hours (mainly before a test)	

STUDENTS WHO STRUGGLE SAY...

See Google Slide

"I don't understand! I go to every class and pay close attention to what the professor is saying."

**Showing up is not enough. It is expected that students take detailed notes using a clear and efficient system that works for them—so they understand the content later. Just listening is not a great method for retaining a lot of information.

"I go to class, take notes, read the chapters and handouts, and even read over my notes the night before the exam. How can I still bomb?"

**All of that is great, but it's not enough. Studying is not just reading over notes and it's not something you do the night before an exam. There are study methods that are more effective. Studying needs to be done daily.

BIG DIFFERENCE COMPARISON CHART

(traditional liberal arts college courses)

	HIGH SCHOOL (Per Week)	COLLEGE (Per Week)
Hours in class	30 hours	12 hours
Subjects covered	6 subjects	4 subjects
Class activities	Reviewing Material, Reading, Lecture, Practice	Mainly Lecture
Assignments	Homework & Projects	Independent Study
Grade factors	Attendance, Participation, Homework, Projects, Quizzes & Tests	Mainly Exams Final exam = 50%–100% grade
Hours spent studying	2–3 mainly before a quiz or exam	2 hours for each hour spent in class

12 STUDY TIPS FOR COLLEGE SUCCESS

(cards should be cut up in order to categorize)

Work Through Practice Problems

Some professors have a problem bank or old exams you can use to practice. If not, there are often quizzes in your textbooks.

Rewrite Notes

Go back through the notes you took in class to make sure you understand them. Rewrite them (and add more of your understanding) and compare them to another student's.

Concept Maps/ Graphic Organizers

Transfer notes onto a concept map or graphic organizers to connect ideas and see how the content associates to what you already know.

Reflection Prompts

After reading a chunk of text (chapter) ask yourself...

- How does X relate to Y?
- What else do I need to know?
- What do I completely get?
- How does this connect to what I already learned?

Quiz Yourself

Create your own multiple-choice questions as part of your studying. This works well for group study too.

Cheat Sheets

The act of deciding what to put on a "cheat" sheet and organizing the information is a great study tool. These can be shared and compared by two or more students.

Study Zone

Find a quiet space, with enough space for your study materials, that is not distracting to you. Make sure there is good lighting, so you don't get sleepy. Many students like to listen to music, but this can distract...

Study Time

Mark time in your calendar dedicated to studying based on days and times that work best for you. Stick to your schedule! Don't create marathon study sessions; build in breaks to clear your mind.

Study Materials

Gather all the materials you need before you begin to study: textbooks, notes, and flash cards, laptop, etc. Leave behind things you do not need or that distract. Turn off your phone or put it on silent and remove it from your sight. With a computer, avoid social media or games.

Attitude Adjustment

Don't dread studying. Go into it with a positive attitude. If you are struggling with some work, don't beat yourself up—find someone who can help. Learn what study methods work for you.

Study Time

Procrastination is dangerous. Waiting till the last minute to study puts undue stress on your body and the information generally doesn't stick. It's best to study for shorter chunks of time frequently.

Study Plan

Create a calendar with all your obligatory activities. Insert times in your schedule to study. Devote more time to subjects that are new for you or where your grade needs improvement. Study harder subjects first.

TOP SIX STUDY TIPS

(#1—most likely to start doing right away)

1	
2	
3	
4	
5	
6	

1	
2	
3	
4	
5	
6	

Balancing Daily Life: Action Plan



NAME _____

DATE _____

BALANCING DAILY LIFE

BALANCE YOUR ACADEMIC LIFE

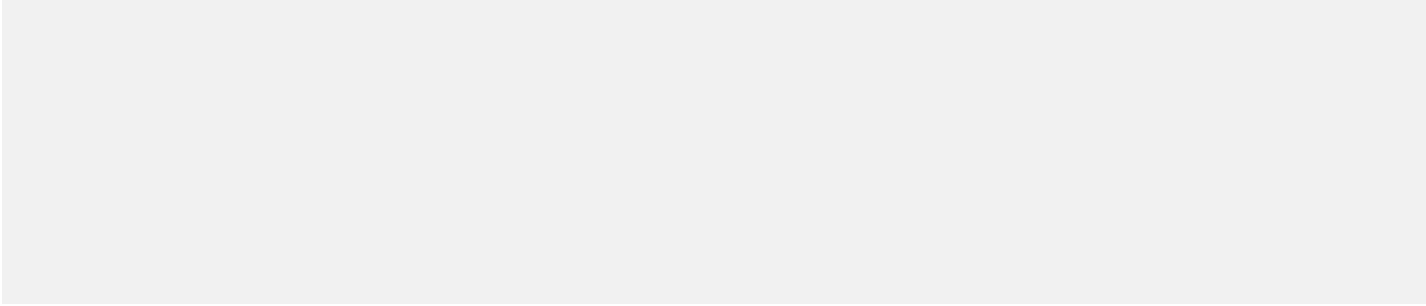
- ☐ Challenge yourself now by taking the hardest classes you can each year.
- ☐ Think about a career you're interested in and list the classes you can take that would help you find out if the career is a good fit for you.
- ☐ Research college-level classes you can take now.

Career-oriented classes I can take:

BALANCE YOUR SOCIAL LIFE

- ☐ Create a calendar that shows your study time, family time, work time, and social time. If you feel like it's too much, think about what you want to cut. If it feels like you need more, think about what you want to add.
- ☐ List all the people who you count as your support system. This includes people who you trust and who care about you and your success. On your calendar, schedule a time during the week to talk with one or more of these people.

Who makes up my support system?



BALANCE YOUR FINANCIAL LIFE

- ☐ Keep track of your spending for a month and notice what you spend money on. List areas where you can save.
- ☐ If you don't have a job already, brainstorm some part-time positions that might help you achieve your professional goals in the future while giving you some extra spending money today.

BALANCE YOUR PERSONAL LIFE

- ☐ Once a day, take a quiet minute to think about the things that are going well in your life.
- ☐ On your calendar, make sure to include a regular bedtime so you get enough sleep every night.