



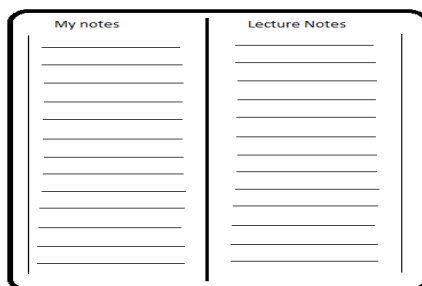
Study Skills Tip Sheet

A key component to being successful in college is utilizing effective study skills. How else will you memorize, retain, and use the information you are learning?

We all learn differently and have unique learning styles. To get the most out of your studying, you should know what works best for you and what doesn't. **If you are unsure of your learning style, there is a Study Skills Assessment in the Online Student Profile (OSP). You can access the OSP here: success.cpcc.edu. Use your credentials to log into the OSP, click the "assessments" tab, and then click "study skills".** The results should help you identify your style of studying.

Now that you have a good idea of your style of studying, **here are a few tips/suggestions for study skills that will help you be successful in college:**

- **Find a study environment** that is comfortable, with minimal distractions.
 - For example, if you usually enjoy studying at home but find that you are often distracted by the television, other people in the house, etc., try switching up your environment.
 - Try the campus library/computer lab, a local coffee shop with WIFI, or maybe join a study group.
- **Organize your study time**
 - Use the free hours between classes
 - Schedule daily reviews of what you learned in class
 - Try to study at the same time each day
 - Allow flexibility – sometimes schedules change
- **Take good notes in class**
 - Make sure your notes are legible – you want to be able to read your handwriting.
 - Use headings, titles, highlighters, etc. to organize different topics on one page
 - Write down examples of specific problems. Review your notes after each class section to make sure you understand the material.
 - Organize your notes by date, class, and subject. Instructors suggest organizing your notes in a way that allows you to easily compare information presented in class to your own notes. If your instructor discusses information you've already written in your own notes, you don't have to scramble to write down everything they say. You can pay more attention to the lecture and only write down key points. *See illustration below.*





- **Studying from your textbook**
 - **Before you read**, preview the text.
 - Read the chapter introduction. Review the questions at the end of the chapter. This will give you a good idea of the information the author of the book intends for you to learn from this chapter.
 - Write down your own questions that you may have so that you can know what to look for while you're reading.
 - **While you're reading**, take note of important parts of each paragraph.
 - Take note of chapter titles, **boldface** subheadings, and the first sentence of each paragraph. Each of these will likely give you an idea of the main topic of the paragraph.
 - Highlight/underline/circle important terms and vocabulary words. Then write the definition of the words in your notes. These will likely be on important quizzes or tests in class.
 - Make flash cards or draw pictures, tables, or graphs while you're reading. Visual aids can help you remember what you're reading.
 - **After you've read**, summarize what you've read. Review the questions you wrote down earlier. Did you find the answer? Do you need to re-read a specific part of the text? Discuss what you read with someone else.
- **Preparing for a test**
 - **Determine what type of test it will be.** Will it be multiple choice, short answer, essay, etc.? Will the test be cumulative or only on a few chapters? Will the test cover information from your textbook/notes, info covered in class, or both? Each type of test requires a different type of preparation.
 - **Don't procrastinate!** Don't put off reading assignments until the last minute.
 - **Don't cram!** Review your notes each day. That way you'll give yourself plenty of time to remember important information, instead of trying to force it all into your brain in one day.
 - If you still have questions, ask a classmate or your professor.

If you have additional questions about note-taking or want to practice, feel free to call to speak with a STAR coach at 704-330-6754 or email star.success@cpcc.edu. Check out the rest of our tips sheets on our website <http://www.cpcc.edu/star>.