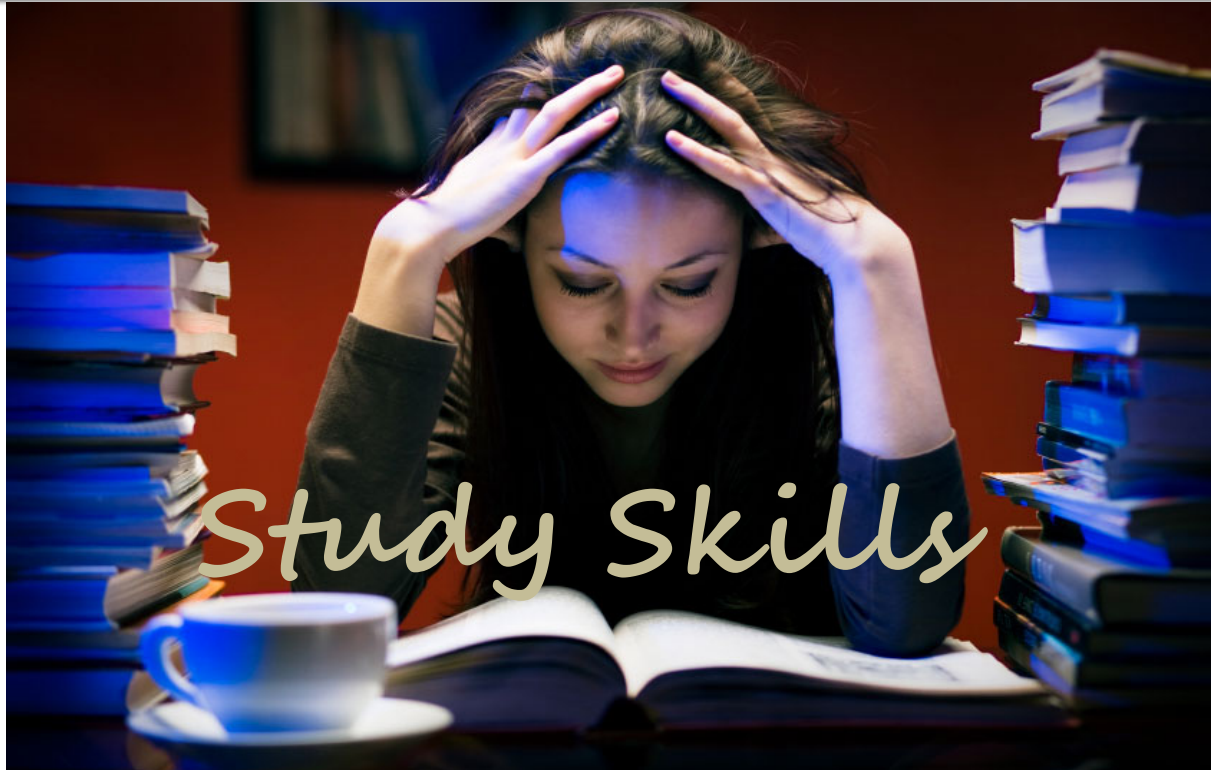




DIVISION OF  
STUDENT AFFAIRS  
COUNSELING CENTER

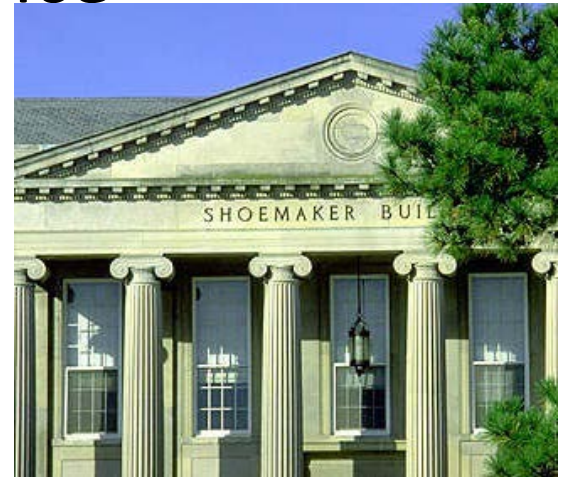


# Study Skills



# Counseling Center

- Accessibility and Disability Service
- Counseling Service
- Research Unit
- Testing Office



[www.counseling.umd.edu](http://www.counseling.umd.edu)

301.314.7651



---

# Workshop Objectives

In this workshop, you will learn the study skills necessary to be an efficient student.



# Topics

- Warm Up Questions
- The Study Cycle & Breakdown
- Study Groups
- Cornell Note Taking Strategy
- Staying on Track
- Study Plan

# Warm Up

- How is studying in college different from what you did in high school?
- How much time do you currently spend studying?



# THE STUDY CYCLE

## BEFORE CLASS - PREVIEW

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

## Prepare for Success

- Analyze returned tests and learn from the results. What worked well and what didn't?
- Think realistically and manage time with a study schedule
- Study when and where you're the most alert

## TEST

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

## STUDY - SELF-TEST

- **Interact with material** – Organize, develop concept maps, charts, tables, or diagrams, summarize, process, re-read, fill in notes, reflect, etc.
- **Rehearse** – Do practice problems without looking at the steps in your text or notes, boost memory with repetition, use mnemonic devices, etc.
- **Elaborate** – Explain ideas aloud (to self or others), write and answer practice test questions.
- **Apply** — Challenge yourself to apply the knowledge to problem-solving, or real-world situations
- **Retrieval** — Put material away and practice retrieval by recalling as much information as possible.



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

## DURING CLASS -

### 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

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

## AFTER CLASS - RSQC

- **Review** – As soon after class as possible, read notes and text material and fill in gaps.
- **Synthesize** the lecture and reading materials. Summarize your learning in a few sentences.
- **Questions** - Clarify questions using resources such as instructor, TA, text, other students, tutor, etc.
- **Connect** new information with previous learning.

**Synthesize** — integrate the main concepts and explain in your own words





# Preview/ Attend

- Preview : Before Class
- Skim the chapter noting headings and boldface words
- Review summaries and chapter objectives
- Develop questions you want to ask and answer during class.



- Attend: Class
- **GO TO CLASS** and actively participate. Answer and ask questions and take meaningful notes. Leave space in your notes to fill in later.
- Record lecture if necessary!
- Talk with your professors and TA's, establish a great relationship!



# After Class: RSQC

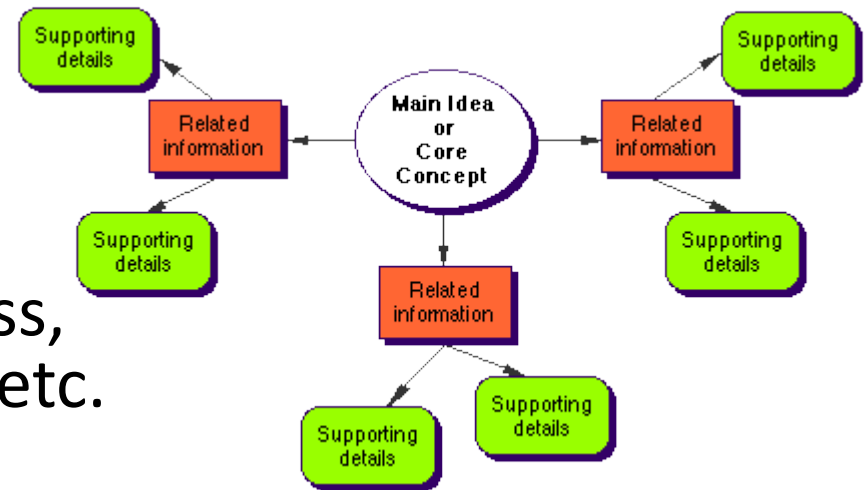
- **R**eview – Right after class or that day, read notes and text material and fill in gaps.
- **S**ynthesize the lecture and reading materials. Summarize your learning in a few sentences. Explain in your own words.
- **Q**uestions – Clarify questions using resources such as instructor, TA, text, other students, tutor, etc.
- **C**onnect new information with previous learning.





# Self Test

- **Interact with material** – Organize, develop concept maps, charts, tables, or diagrams, summarize, process, re-read, fill in notes, reflect, etc.
- **Rehearse** – Do practice problems without looking at the steps in your text or notes, boost memory with repetition, use mnemonic devices, or flash cards.



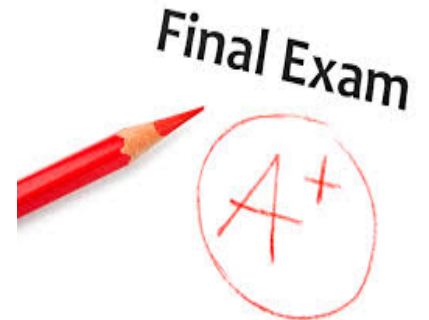
# Self Test Continued

- **Elaborate** — Explain ideas aloud (to self or others), write and answer practice test questions.
  - **Apply** — Challenge yourself to apply the knowledge to problem-solving, or real-world situations.
- Retrieval** — Put material away and practice retrieval by recalling as much information as possible.



# Test Time

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



- **After:**
- Analyze returned tests and learn from the results. What worked well and what didn't?
- Make sure you review concepts you got wrong, you'll see it again on the final!



# Study Groups

- An effective group has 3-4 members and meets at least once a week. Get classmates' numbers or email addresses at the start of the semester.
- Have a group leader that keeps the group on track and on task.
  - Decide as a group what material will be covered that week



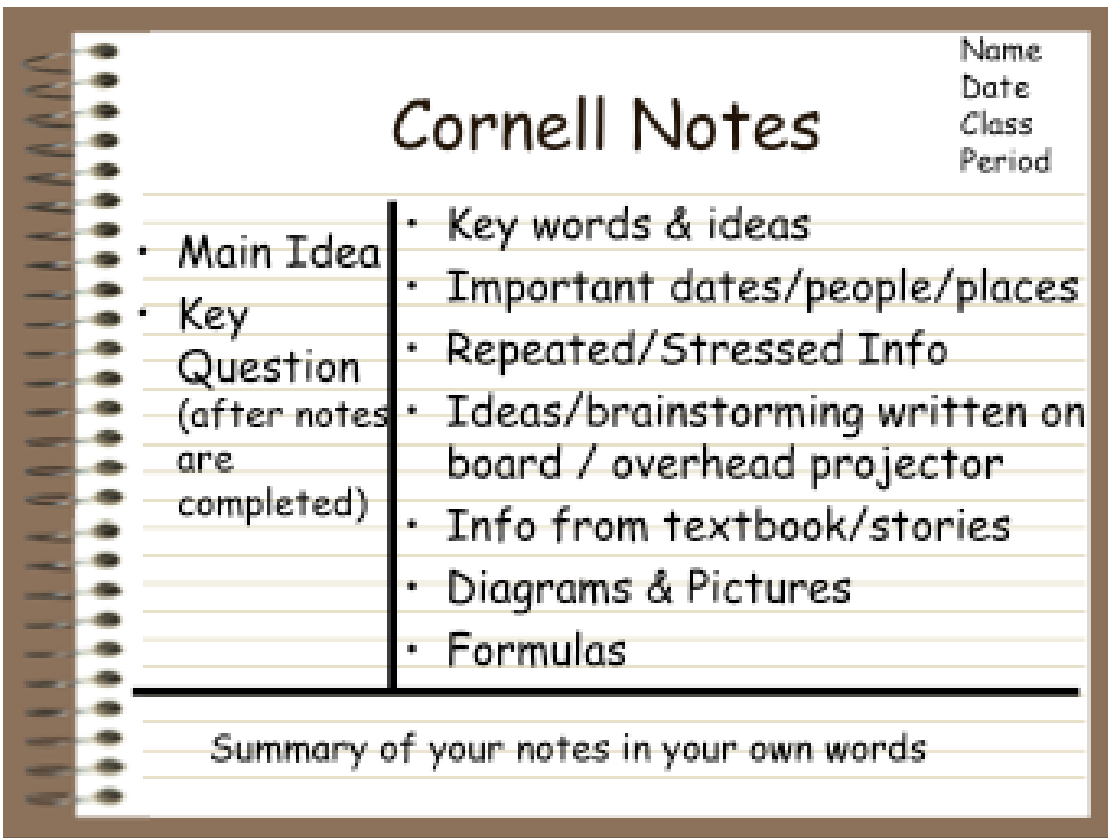


# Study Group Session

- **Structure of the group:**
  - In the first ½ hour review and discuss the prior week's concepts. Bring up any confusion or share knowledge.
  - The rest of the time work on problems or questions.
  - The last 10 minutes do a quick review/summary of the session and assign any tasks or responsibilities for the next session.



# Cornell Note Taking Strategies



**Left side:** Main idea (subject heading, subtitles) & questions (info you don't understand, info you think would be on the exam)

**Right Side:** Actual class notes or notes from the text that correspond with the main idea.

**Bottom:** Summary of the most important material covered from your notes.



# Staying on track

- Minimize distractions
  - Study in a quiet location like your dorm or the library.
  - Turn phone to silent or off, and download apps that will block social media on your computer for a set amount of time.
  - Ask friends & family to give you some space until exams are over.
  - Reward yourself after each exam.



# Study Plan Activity

Day 1	Day 2	Day 3	Day 4	Day 5
Prepare Part A: 2 hrs.	Prepare Part B: 2 hrs. Review Part A: 30 min.	Prepare Part C: 1.5 hrs Review Part B: 30 min. Review Part A: 15 min.	Prepare Part D: 1 hour Review Part C: 30 min. Review Part B: 15 min. Review Part A: 10 min.	Review Part D: 30 min. Review Part C: 20 min. Review Part B: 10 min. Review Part A: 10 min. Self-test on A,B,C,D: 1 hr
TOTAL: 2 Hours	TOTAL: 2.5 Hours	TOTAL: 2 Hrs 15	TOTAL: ~ 2 Hours	TOTAL: ~2 Hours
Prepare • • • • • •	Prepare • • • Review • • •	Prepare: • • • Review: • • • • •	Prepare • • • Review • • • • •	Review: • • • • • •





# Questions?

