

Tools

Strategies

Stress,  
Fatigue, and  
Everything  
Else

Overview

# Study Skills

Presentation by Jordan Montejano  
English Instructor, Tutoring Center

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Other  
Resources



## Study Skills Workshop Overview



We are going to go over three important areas that will get you into better study habits, so you don't feel like Izumi (pictured).

- 01.** Tools: we will go over tools that will help you study better.
- 02.** Skills: methods, strategies, techniques to study more effectively.
- 03.** Stress, Fatigue, and Everything Else: How to not get so stressed out and de-stress once the tests are over.



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# The Basics

WHERE WE ARE

## Physical

If you are a hands-on person, it might benefit you more to use tools you can touch, move around, highlight, and such.

### Basics:

- Pencil, pen, and paper (for jotting down notes).
- Notecards (for writing down key terms and definitions).
- highlighters (for annotating)
- page flags (for marking important sections in a book or on a page).

## Digital

If you prefer to do everything on your computer, phone, or tablet a digital approach may benefit you.

### Basics:

- Computer, laptop or cellphone
- Microsoft word, google docs, or a notetaking app like colornote or pages.

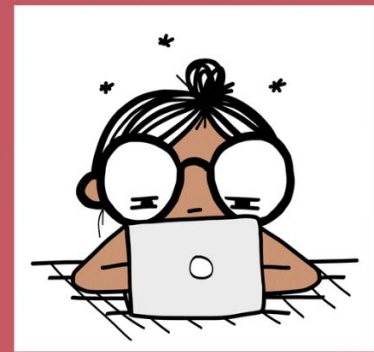
\*We do offer workshops in Notetaking and Digital Literacy.



# So you've got the tools

now that you have the tools of the trade, you'll need to keep them organized as you study.

The right tools won't help you at all unless you know how to use them.



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## Initial Notetaking Strategies

### Physical Note Taking Strategies

Notes: taking exact notes and turning those into more focused bullet point notes.  
Textbook: Highlight your textbook and use page flags to mark important passages.

### Studying Techniques

Rewrite notes - Make them cleaner and more effective. Pair down your notes into the important parts that will likely be on the test. If you can turn ten pages of notes into five, then your study time will be more efficient.

Annotate notes - Highlight key phrases and vocabulary, circle examples, and underline definitions (this is just an example of how you might annotate).

Note Cards-Make cards on vocabulary or sample questions.



### Why Rewrite my Notes

The point of revising and reworking your notes is that your studying will be more purposeful.

### Small Groups

The benefit of small groups is being able to test each other and help fill in gaps in knowledge. The Stem Center has math and science study groups. The Library and Tutoring Center have study rooms.



## Example Notes from page 12 of The Writing Life by Annie Dillard

### Initial Notes

Getting all the info down exactly or in bulleted short form

To find a honey tree, first catch a bee. Catch a bee when its legs are heavy with pollen; then it is ready for home. It is simple enough to catch a bee on a flower: hold a cup or glass above the bee, and when it flies up, cap the cup with a piece of cardboard...release it, and watch...bee after bee will lead toward the honey tree, until you see the final bee enter the tree.

Thoreau describes this process in his journals. So a book leads its writer.



### Revised Notes

Concise, Annotated, Purposeful

How to find a honey tree.

- Catch a bee.

How to catch a bee

- Use a glass and cardboard to cap it when a bee is on a flower.
- Release it and follow it.
- repeat with other bees.

Bee catching is like writing a book.

Note Cards or Problem, Vocab, and Concept Focused. Connecting ideas and synthesizing information.

How to find honey?

Catch a bee and release it. See where it goes. Repeat.

How is catching a bee like writing a book?

Catching bees and releasing them, following them one at a time to the honey hive is like an author who writes chapter after chapter leading to a finished book. "So a book leads its writer."

## Additional Strategies

### Cramming

Cramming a lot of material without rest up until the test is bad for you. You don't want to start the test tired. The more you study nonstop, the harder it will be for your brain to function during the test.



### Pacing and Preventing Exhaustion on Test Day

- pacing yourself is important to avoid wearing yourself out before a test.
- When studying, take a ten minute break every hour. This will keep your mind fresh.
- Make sure to go bed early enough, so you get a good night's sleep before the test (ideally 8 hours).
- Try to start studying a week before the test. Review the material the day of the test, but don't exhaust yourself before the test starts. You want to come into the test prepared, and ready to think, not ready to drop.

### Example Study Schedule



## Sample Study Schedule

Example: It is Monday and you have a test next Monday. The test is a timed writing test that will have multiple choice questions on vocab and course content and will require short essay responses. Your professor has provided a simple sample test with practice essay questions. You know which chapter the test will be on as well.

Monday: Review your notes on the chapter and rewrite them, so they are more concise (2 hours, take a ten minute break each hour)

Tuesday: Annotate notes by highlighting key terms and phrases, underlining important content, and writing in the margins. Make notecards with vocab and sample questions from the sample test (2 hours, take a ten minute break each hour).

Wednesday: Study notecards throughout the day a few minutes at a time (1 hour).

Thursday: Review notes and textbook (1 hour).

Friday: Study in the morning before the test (1 hour).



Your study schedule might look different depending of the difficulty and length of the exam, how many classes you are taking, and how busy your schedule already is. The important thing to remember is to pace out your studying, so you're not cramming everything in all at once.



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# Test Cycle

A lot of people get nervous before a test, cram at the last minute, and crash after the test is over (As seen on this chart). We can break this cycle with the right tools and strategies, but what about when the test is over?



Study the night before up until the day of the test.

Hopefully after this presentation, you will practice better study habits. Even so, it's easy to be stressed and tired after a test. We will go over some strategies for stress recovery.

Week Before Test

Put off studying

Day of Test

Week after Test

Get the results of the test and wonder why I didn't get a good grade.

De-Stress

Reward and Recovery



# Destress

## Activities

Exercise  
If your mind is stressed after a test, consider taking a walk.

## Massage/Stretch

If your muscles are tense consider getting a massage or doing some stretching.



## Rest

You should get 8 hours of sleep. If you have trouble sleeping consider using black out blinds, an eye mask, or drinking chamomile tea with a bit of honey or lemon. Some people sleep well with white noise like rainfall or a fan.

## Sleep Debt

If you don't get enough rest because you've been spending a lot of time studying, you can get extra sleep to make up for it when you have the time later in the week.

## Naps

Napping for a few minutes or up to an hour can be a good way to get an energy boost, but don't make a habit of sleeping for hours in the middle of the day as this can affect your ability to sleep well throughout the night.



## Food

Getting the proper nutrition is essential to keeping healthy body function. A snack break might be in order during a long study session.

## Water

It's recommended that you drink eight 8-ounce glasses of water per day. You should consume more water on hot days and when you are more physically active.

## Electrolytes

Electrolytes help restore your body after strenuous activity. Be careful about how you replenish your electrolytes. I.E. Gatorade or Powerade are best after a workout not after a nap.

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# Reward

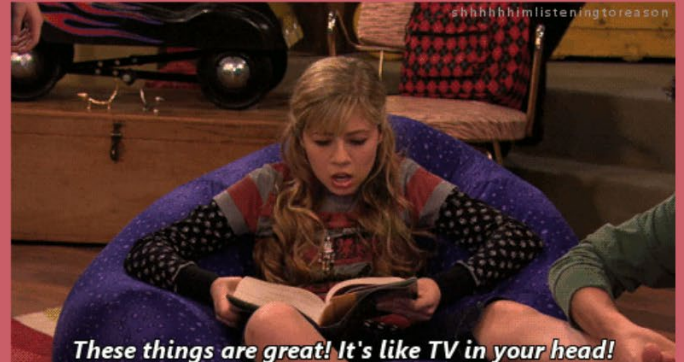
After a stressful test, consider treating yourself. This could mean a nice meal or a night out.



For some people, enjoying a nice cup of coffee and a pastry in a cafe' is a great way to relax.



If you are more of a homebody, you might order in and watch a movie or read a book.



# Workshops and Study Groups

- The Tutoring Center offers various workshops on Notetaking, Being an Online Student, Timed Writing, Digital Literacy, MLA, APA, Research, and more:  
<https://www.craftonhills.edu/current-students/tutoring-center/workshopsandstudygroups/index.php>
- The Stem Center offers Study Groups on various math and science subjects:  
<https://www.craftonhills.edu/academic-and-career-programs/stem-center/stem-center-calendar.php>

The library has its own set of workshops and has study rooms for groups.  
<https://www.craftonhills.edu/current-students/library/index.php>



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# Outside Resources

## General Helpful Study Tips

University of Lynchburg Study Tips:

<https://www.lynchburg.edu/academics/tutoring-and-academic-support/top-10-study-skills/>



## Helpful Tips and Strategies on Studying

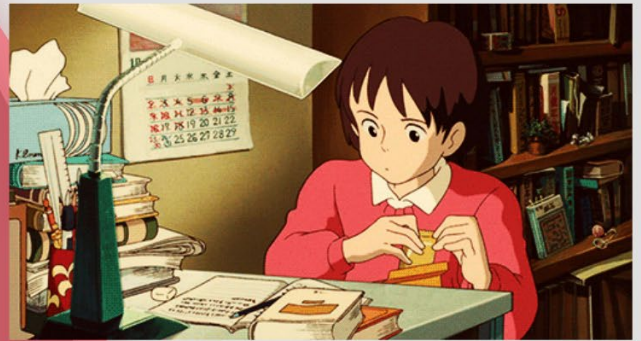
Crash Course YouTube Playlist on Study Skills:

<https://youtu.be/IhuwS5ZLwKY>

## Study Checklist, Effective Habits, and Learning Styles

Education Corner Study Skills

<https://www.educationcorner.com/study-skills.html>



# Works Cited

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Lynchburg University, Top 10 Study Skills, 2021,

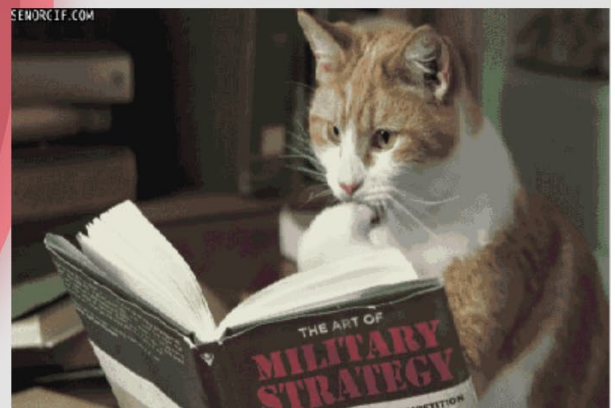
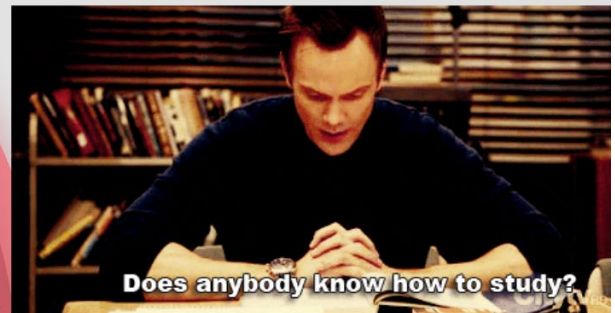
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[MfHj86W](https://www.youtube.com/watch?v=IhuwS5ZLwKY&list=PL8dPuuaLjXtNcAJRf3bE1IJU6nMfHj86W). Accessed 07 Oct. 2021.



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