

# Hamline University – Top 10 Study Skills

<b>#1 Set goals!</b>	If you don't know what you want to achieve as a student, you won't know how to get there or if you've accomplished what you set out to do!
<b>#2 Use an appointment book.</b>	If you keep all of your appointments, due dates, exam dates and so on in your appointment book you can use the space you save in your head to remember information that you're learning in class.
<b>#3 Know your learning style.</b>	Develop techniques and strategies for compensating for possible difference between your learning style and your professor's teaching style.
<b>#4 Be an active reader.</b>	Be a text detective: ask your text good questions and it will yield good answers!
<b>#5 Participate in study groups and tutoring.</b>	Cooperative learning not only helps you by making you 'teach' things to other students in the group, it also is a great way to find different perspectives on the material from other students or tutors.
<b>#6 Take notes.</b>	Use the Cornell method, outlining, mapping or charting method to condense and synthesize readings, lectures, and discussion.
<b>#7 Organize your study materials.</b>	If you organize your materials as you proceed through a course, you will retrieve information with greater ease later. Use color coding to sort your folders and notebooks for visual cues.
<b>#8 Draft papers.</b>	Never turn in the first draft of a paper. Always leave time to rework it before your professor sees it. Take advantage of the Writing Center to assist you in your paper writing.
<b>#9 Slow down on tests.</b>	Anxiety makes you skip over parts of questions. Read every word carefully. Take your time. Exams are not races!
<b>#10 Get enough rest and eat properly.</b>	Go to bed at a decent hour and try to get a minimum of 7 hours of sleep a night. Make sure that you're eating good food at meals to keep up your energy.

For help with any of these, set up an appointment with Lisa Nordeen in the Center for Academic Services! Call 651.523.2912.