

Tips to Maximize Time & Focus

Practice Self-Care:

1. Get enough sleep - for most people, this is 7-8 hours
2. Drink lots of water and hydrating fluids
3. Eat healthy
4. Be active
5. Be around friends and positive people
6. Engage in other areas of self-care that make you feel good!

Make a Good Environment:

1. Create an appropriate study environment:
 - a. Limit noise
 - b. Be in a lighted area (natural if possible)
 - c. Have a clean space
 - d. Make sure you are comfortable
2. Be Ready With Anything You'll Need to Study:
3. Avoid Distractions
 - a. Turn off tv, close distracting websites, and silence your phone
 - b. Listen to what your mind and body tell you. If it isn't working, you'll know!

Plan It Out:

1. Be patient with yourself and set realistic goals. It takes time to learn!
2. Study around two hours for every hour in class
 - a. *This is a general guideline; you know best which classes require more or less study time*
3. Avoid scheduling marathon study sessions: many people have a hard time focusing after 45 minutes and get less done in long stretches without breaks
4. Set clear start and stop times
5. Take Frequent Breaks: do something quick and active to clear your mind:
Example: after 45 minutes, take a 15 minute break
6. Reference *Strategies for Scheduling* to find ways to fit studying into your larger schedule

Last, But Not Least:

1. Repetition and Review of material are what make information stick!
2. Use good note-taking and reading skills by referencing:
 - a. *Note-taking, Note-making*
 - b. *Strategies for Reading*
3. Make sure you are actively learning!
 - a. Form a study group that meets regularly so you have time to actively practice material
4. Ask for help and meet with professors and class supports early and often!

Remember to use your resources!

<http://www.brynmawr.edu/academicsupport/StudentSupportServices.html> | <http://pms.blogs.brynmawr.edu>

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