

# How to Study?

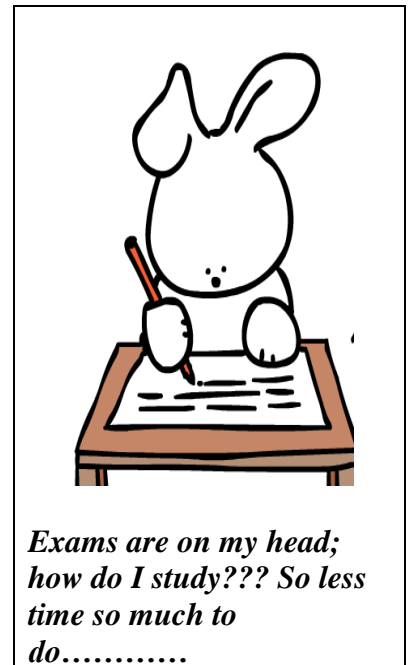
The most common barrier to success is the lack of techniques for studying and preparation for exams.

## Important skills:

- a. Reading
- b. Listening
- c. Writing, Grammar, Spelling
- d. Vocabulary

Here are some tips for studying:

- **Studying in class**
  - a. Take good notes
  - b. Pay attention in the class
  - c. Review (see what have you written) your notes everyday
  - d. Read your textbook thoroughly (understand)
  - e. Finish your class work and home work on time
- **Exams**
  - a. Do not wait for the last day before exam to study
  - b. Highlight the main topics in your note book
  - c. Do not try to memorize (learn) the notes from beginning till the end. Its not the words that are important; it's the ideas
  - d. For learning, make charts, lists
  - e. Manage your time and stress
  - f. Sleep well
- **On the day of exam**
  - a. Be physically prepared
  - b. Bring necessary writing materials
  - c. Go to the bathroom before exam
  - d. Never miss an exam
  - e. Do not cheat or use unfair means
  - f. Reach the center of exam 30 minutes before the scheduled time
  - g. Read the instructions carefully before starting to write
  - h. Read the questions carefully
  - i. Write clearly. Time your paper and then start answering



For more information on tips for studying visit the websites given below;

<http://www.cod.edu/people/faculty/fancher/STUDY.HTM>

<http://www.studytips.org/>

<http://www.studygs.net/>