



When it comes to focusing your studies ...

No doubt, studying can stress you out and cause you a lot of anxiety. You are unable to focus, to sleep, you suddenly pick up the flu, and you munch on anything edible at 4 A.M. There are not guarantees but you should be able to find a degree of success with some of the helpful tips below.

- **Here I study.** Get a dedicated space, chair, table, lighting and environment. Avoid your cell phone and instant messaging. Put up a sign to avoid being disturbed if you live with others. If you like music in the background, OK, but don't let it be a distraction.
- **Stick to a routine, efficient study schedule.** Accommodate your day/night time energy levels. Know what time of the day you study best and schedule your day to accommodate that.
- **Focus.** Before you begin studying, take a few minutes to summarize a few objectives, gather what you will need, and think of a general strategy of accomplishment. Make a check-list of what needs to get done in order of priority.
- **Incentives.** Create an incentive if necessary for successfully completing a task, such as calling a friend, a food treat, a walk etc. For special projects such as term papers, design projects or long book reviews set up a series of specific incentives that will motivate you through the process.
- **Change topics.** Change the subject you study every one or two hours for variety.
- **Vary your study activities.** Alternate your required reading with more active learning exercises. Ask yourself how you could increase your activity level while studying. Would studying with a group would be best? Have you created study questions or made flash cards? The more active your learning the better.
- **Take regular, scheduled breaks that fit you.** Do something different from what you've been doing (e.g. walk around if you've been sitting), and in a different area. Give yourself a change of scene.
- **Rewards.** Give yourself a reward for completing large projects well. Celebrate!

