

Study Skills: Riverhawk Strategies for Success

University Advising Center

Questions to consider

- What are some reasons students should visit with instructors outside of class?
- What are some reasons students would not visit with instructors, even when they should?
- There are no wrong answers here!

Probably could've been worded better

From: student@college.edu

Sent: Tuesday, January 27, 2009, 11:42 A.M.

To: professor@college.edu

Subject: hey

hey, sorry i missed class today . . . i had a little too much fun last nite had a rough time waking up;) can you E-mail me your teaching notes ASAP? Tnx

Multiple ways of communicating with instructors

- Your syllabus will tell you the best way to reach your instructor
- They may also list that on Blackboard

When emailing an instructor:

- If emailing from your NSU email:
 - Include class CRN, class name/number, day/time it meets
 - Choose an appropriate greeting (“Hey you” is not appropriate; “Hello Professor {Blank}” is)
 - Questions you have, in complete sentences and correctly spelled (your NSU Greenmail has a grammar/spell check feature)
 - End with your full name
- Proofread before hitting “send”
- If you want assistance before sending an email, we can help!

Another version of the email

From: student@college.edu

Sent: Tuesday, January 27, 2009, 11:42 A.M.

To: professor@college.edu

Subject: Absence from 20199 HIST 1483

Hello Professor Hendricks,

My name is Christina Conner and I am enrolled in your HIST 1483 that meets MWF at 9:00 a.m. I am checking to see if I can schedule a time to visit with you in your office this week to discuss the upcoming exam. I have a couple of questions about the Boston Tea party. I see you have office hours on Friday afternoon. May I come in this Friday at 2:00 p.m.?

Thank you,

Christina Conner

If you have several questions-Office Hours

- Your syllabus or Blackboard lists office hours
 - They'll let you know if drop-in visits are good, or if you should schedule a time to visit
 - Be prepared: write down your questions in advance
- Help yourself: don't wait until the last minute to talk to them (an assignment is due the next day and you haven't started on it)
- Faculty want you to be successful!

Developing good study habits

- *What* you study matters!
- *When* you study matters!
- *Set goals* for each study session
- *Balance* study time and break
- *Seek help* early and often

What you study matters!

**Where can you find
information about course
requirements ?**

You may have more than a textbook required for a class. Think of one class. What are some required materials?

- Blackboard
- Online code required with textbook or separate from textbook
- Electronic formats - ebooks
- Additional resources.....

Information Overload!!

Opening a textbook can be intimidating. The idea that you have to look at all this information and decide what's important can be overwhelming.

Don't PANIC!
You can make reading-
and comprehending-
your textbooks easier.

* Ch. 1 from Intro Sociology textbook

Find out what's important

Examine pictures and headings

Most textbooks provide signals to help you find important sections of a chapter

- Objectives, glossaries, and review questions show you what is meant to be taken from the chapter. Examine these first, and you will often get a better idea of what to watch for in the assigned readings.
- **As you take your notes**, write down the answers or definitions for these topics.
- **Use the pictures and sub-headings** to get an idea of the order that topics are covered.
- **Review your syllabus** to ensure you're covering the pages the professor has assigned.

My professor has the power point-I don't need a book!

- Power Point slides are intended for you to use as a guide-just like your textbook. They are not a substitute for note-taking or for attending/listening to a lecture
- Take selective notes. Don't try to copy information word for word.
- Using a laptop, tablet, phone, etc. in class.....read your syllabus and ask your professor if you have questions

When you study matters!

- **Good study habits begin before you go to class.** Read the chapter or other assignments before you go to class
- **Designate specific times for studying.** Study time can be assigned reading, working on a project, or studying for an exam. Schedule specific times throughout the week dedicated solely for academic work
- **Establish a routine.** Studying at the same time everyday establishes a routine that becomes a regular part of life--- similar to brushing your teeth or working out

Create a good study system

- Read the instructions for the course's current assignment carefully. Typically, you will find out what's important to know simply by reading the requirements listed on the syllabus and/or Blackboard
- Study difficult or “boring” subjects first. We tend to procrastinate with subjects we don't enjoy. Get those out of the way first

Set goals for your study sessions

- Set goals for study times. Goals help you stay focused and allow you to monitor your progress. Be clear about what you want to accomplish each time you sit down to study. "I'm going to learn the first 10 questions in my Algebra class this afternoon."
- Begin studying when planned. It's common to want to delay a project or assignment because you think it's hard. But, you may end up rushing to make up wasted time, resulting in careless work and errors
- It isn't easy in the beginning! It takes practice to develop good study habits

Balance study times and breaks

- Schedule cell phone breaks. **Avoid using your cell phone which can serve as a large source of distraction while studying.** Check your texts and social media only during your regularly scheduled breaks.
- How long should you study? If you plan it out, you'll never have to cram
- Setting up good study habits early help

Remember: What works for one class may not work for another.

- You will have to **try** out several methods to find out what works best for you.
 - Find out what you need to know
 - Examine the pictures and headings
 - Don't try to read it all in one cram session. 50 pages like this in one evening?!



If you find yourself feeling discouraged, we are here to help!

What are resources that can help you meet your study goals?

- <https://www.nsuok.edu/>
 - Search “Tutoring”
 - <https://offices.nsuok.edu/advisingcenter/AcademicSupportServices/TutoringServices.aspx>
 - On campus and online tutoring is available and free to all students!
- What are some benefits of using tutoring, even if you don't think you need to go?
- Talk to your professor! They are here to help. They are the experts in their field! They can also let you know of any additional resources available to you for the subject
- Schedule a one-to-one appointment to further discuss study skills development <https://conner08.youcanbook.me/>
- Create study groups and stick to your time plan.

You are a great resource!

- Call another student when having difficulty with assignments. Talking out your assignments, quizzing each other helps you retain the information
- Remember, no one comes to college knowing how to be a college student-it is a learned behavior. In-class and out-of-class skills are all **learned skills** that you can improve over time
- What's vital-see out help early! It's never too early to ask for help