• Be awake, relaxed, & NOT hungry!

• Review your notes 10 minutes per day for each class.

*Reason*: Research has shown that you are likely to forget 50%-80% of new material if you do not review it within 24 hours.

• Quiet, comfortable, good lighting

• Put all of the stuff you need in your study place **before** you begin, like textbooks, notebooks, pencils, paper, etc.

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**Time Out**

Take a mini time out when you are studying and try to remember what you have just reviewed.

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**Do's & Don'ts**

• Don't study with your best friend. Study with an acquaintance instead and get more done in 1/2 the time.

• Don’t cram! Plan your study time.

• Do stay organized. Spend time studying not trying to find what you are supposed to study!

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**Celebrate**

*Reward yourself on your 10 minute breaks with a favorite snack, a short phone call, listening to a favorite song, or a brief walk outside.*

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Sources: Indiana Career and Post-secondary Advancement Center (2000).