## **First Steps**



Find all your test/exam/midterm/assignment due dates for each class (usually in your course syllabus/outline).

Put all important dates in your calendar and make a reminder (on your phone, on a sticky note) to start studying before the due date.



Think about what study times work best for you. Are you an early riser? Night owl? When do you focus best?

Find a quiet space in which you will be able to study.



Make time every day to study (even if it's just 15 minutes). Make studying part of your daily routine.



Tip

Ask your classmates what their study plans are. Do you want to form a study group that meets regularly?



Ask your teacher or read the course outline to see any rules about exams. See how much of your grade they are worth. Sometimes there are grade penalties for submitting work late.

### How to Study

Studying looks different for every student. Part of succeeding is figuring out what method works for YOU. Here are some tips to help you get started.

- 1. Find what you material you need to review. You can find out by looking at a course outline/syllabus or see if your teacher lists what will be covered. For example, a list could look like:
  - Chapter 1: Lecture Notes
  - Chapter 1: Textbook Readings
  - Quiz 1 review

Exam prep review

a good place to start is covering everything you did since your last test!

- 2. Try different methods for reviewing materials. Some things you can try:
  - Cue Cards write definitions or ideas on cards
  - Draw out ideas (google "MindMapping")
  - Practice old quizzes and tests
  - Join a study group with your classmates
  - Teach others the material, or read out loud
  - Read, highligh, and re-write lecture notes
  - Review assignments you didn't do well on. What can you learn?
- 3. Go to your teacher's office hours, or email them or their Teaching Assistant (T.A.)
  - Ask them questions!
  - Get them to clarify ideas or concepts
  - Check what format the test will be in so you know what to expect (for example: multiple choice, long answer, essay)

### Focusing

If you sit down to study and find yourself unable to concentrate, try these tips!

Eliminate	
distractions. ex. Use	
a website blocker,	
put phone into	
flight mode, only	
keep what you need	
around you.	

Start by reviewing something you already know well. Doodle or journal for a little bit. Set a time to do 10 minutes of something mindless before starting work again.

Read an interesting article/book that you like. Listen to study music - search "study playlists" on YouTube or Spotify.

Recognize when your mind starts to drift off or you become frustrated. Find the cause and address it: worrying, stuck on a question, nerves, daydreaming, text messages, Facebook, hunger, or people.

Start small! Doing just one easy task can get you in the zone to focus.

### **Stress and Wellbeing**

It's important to take care of yourself. It can be stressful to take exams or tests - especially if you haven't done many or haven't done well in the past.

#### Take Care of Yourself

- Try to get 8 hours of sleep each night and get into a good sleep routine. You brain needs sleep to process the info it just learned.
- Eat well (don't just live off of coffee).
- Exercise, stretch and take breaks when you need.

#### **Practice, Practice, Practice!**

- Do lots of practice tests. The more you do, the better you'll feel.
- Ask people in your program (or a mentor) what to expect so you feel confident.

#### Shake off the anxiety

- Visualize a positive outcome (believe in yourself!). Interrupt negative thoughts about the worst possible outcome like "what if I fail" with the best possible outcome like "what if I do great?"
- Do your best. Strive for excellence, not perfection.
- Put your stress into perspective is it really as bad as you think?
- Ground yourself by focusing on the present. Take deep breaths. What can you see, hear, smell, and touch right now?

#### Tip

If you feel really stressed, talk to someone! Your school's Student Advisors, Indigenous Student Centre staff, a mental health professional, or the Northern Compass team are all good options.