



STUDY TIPS

1 October 2014

Hello

This is the time of the year when exams start looming and so studying becomes intense. If you want to do well in exams this should not be the time you start, you need to be studying regularly. However, if you haven't started yet, then all is not lost, but you need to get busy soon. Today would be a good time to start if you haven't already started. Like all things there is an art and science to studying to get the best results. Think about how you study. Below are some tips that have worked for many people. The way you study needs to fit with the person you are. So read the tips and take those that resonate with you and implement them.

1. Take responsibility

You are 100% responsible for your life. That means if you have to write exams and you want to pass you are the one accountable for doing what is necessary to pass. You have to make decisions about your priorities, your time, and your resources. Make studying and passing a priority, set aside the needed time, and resource yourself to do well.

2. Get your mindset right

There are people who undergo hypnosis to get themselves into the right frame of mind to pass exams. Now you don't have to go that far, but you do have to get your mind right if you want to study and pass. So watch what you are saying about studying. Don't be saying things such as: "I hate studying", "I cannot study", "I will never pass this exam", "I loathe this subject", or anything else that is negative. Every time you say something - to yourself or someone else - you are in effect hypnotising yourself. So say things that will help you achieve your objectives. "I am good at studying." "I am interested in this subject." "I am going to enjoy reading this tonight." "I can learn this material and do well in the exams." Talk to yourself like a winner.

3. Have a schedule.

- Work out how many hours a week you need to study and schedule them into your calendar.
- Set yourself milestones for covering sections and reward yourself when you finish them.
- Tell friends and family your specific study goals for the week and then ask them to check back with you at the end of the week.
- Study in short, frequent sessions, no more than 45 minutes at a time. Then have a break. When you have a break take it away from your desk. A 10 minute walk is good, signing onto Facebook is not.
- Don't set unreasonable goals when you start. If you don't accomplish your goal your confidence takes a knock. Rather set easier goals in the beginning. Once you accomplish your goals, your confidence increases and you can take on more. If you don't accomplish goals your confidence drops and you are more likely to give up in despair.

4. Motivate yourself Spend time on self-motivation actions.

- Write a list of all the benefits to you in all areas of your life (career, finance, family, health; social, mental etc.) once you have the qualification. Post these in your study area and read them at least once a day.

- Post motivational letters or quotes on your computer, tablet, phone or walls.
- Write a motivational letter to yourself at the beginning of the term and read it often.
- Give yourself positive self-talks.
- Visualise yourself in your future career. You can even post pictures of that career along with the things you plan to buy with your future earnings. You might want to find a quote or an image of something that represents success for you and put it somewhere you can see it while you are studying.



5. Actively study.

Don't just sit passively and read your notes. There are many things you can do which will help you understand and remember the material a lot better than just reading it. And try and bring some fun to your studying

- Ask yourself questions about what you are learning.
- Teach others what you have just learned. If you can teach it, then you know the material fairly well.
- Once you have finished a section write a review of what you have just covered without referring to the notes and then go back and see how well you wrote the review.
- Use metaphor. Metaphors can allow you to organise information by comparing a complex idea to a simple one. For example if you have to learn the structure of the brain compare the sections of the brain to something you know well.
- Use your senses. Imagine how what you are learning about will look, feel and sound.
- Know your learning style - auditory, visual or tactile/kinaesthetic. Auditory learners learn by listening. If this is you, you could try reading your notes aloud and discussing them with others or recording them and playing them back. Visual learners like to see things. You could use colours in your notes and draw diagrams. You can picture images of what you are learning. Tactile/kinaesthetic learners learn by doing. You could use methods like role-playing or building models to revise material.
- Make your own study materials, for example flash cards with key points.
- Take some key points and turn them into a poem, song or even rap with them.
- Test yourself. Practice answering exam questions.