**Preview:**
Before class, look at your syllabus to see what the professor is going to cover for the upcoming day. Get the big picture for what will be covered in class.

**Attend:**
Go to class and take thorough notes. Because you previewed the material, you will feel more confident and connected in class. You will be able to anticipate what points your professor will discuss, thus improving the quality of your notes.

**Review:**
As soon after class as possible, skim over the notes you made in class. This is not studying, but this does solidify the information you learned in class, so when you do study that night or the next day the information will be fresh in your memory.

**Reflect:**
Continue to monitor your learning, trying to find the most effective ways to take notes, read your textbook, and study for tests.

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**The Intense Study Session**
Your brain doesn’t learn best when you sit and study for extended periods of time. With all of today’s distractions, it is unrealistic to ask yourself to stay focused for hours on end, but more realistic to stay focused for 30-40 minutes. Try doing three to four intense study session per day, Sunday through Thursday. An intense Study Session is:

- A 30-40 minute period of time
- A specific goal of what will be accomplished while studying
- After the 30-40min session, take a break for 15-20 minutes to do whatever you want to do!

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**The Weekend Review**
Each Sunday, take all your notes/textbooks out for each class and start from the beginning of the book or notes and bring yourself to where you are at for that week in each class. In the textbooks, read the chapter summaries; review your notes in full. The point is to see how the large concepts you are learning are cumulatively building. Also, by reviewing each weekend, you will not forget the information as easily.