

1. Use two notebooks/pages for each subject.

Use one for in-class notes, the other for copying the notes at home. .

2. Before a test or an exam, always finish studying early..

so that you have a couple of days left to revise and study everything.

3. Try to do your homework/studying on the same day..

that you receive the assignment, so that you never struggle to finish on time.

4. Studying just after lunch can help you be more focused

and after finishing you will have the whole evening left to do what you like!

5. If your instructor talks too fast and you struggle to take notes...

talk to the instructor about recording the lesson with your phone. When you're home you can listen to it again and take notes more easily.

6. When you're absent ask your classmates...

if they can give let you see their notes. Always ask more than one person, so you can compare the notes and don't miss anything

7. Take advantage of every single moment at school...

if you have some free time use it to revise. If you don't have any upcoming tests you can read a book or just relax..

8. Use different highlighters for your notes.

Blue for titles, purple for definitions, yellow for dates, etc...

9. Never ever throw away your old notebooks.

Who knows? Maybe you'll need to revise some previous topics. To avoid clutter, you can take pictures of the pages and store them on your computer.

10. Use resources available to you.

Visit the University of West Georgia's Center for Academic Success and University Writing Center for help today.