

SEVEN STEPS FOR STUDY SKILL SUCCESS!

1. AGENDA BOOK

- a. Make sure you write your name and homeroom teacher in the front cover
- b. Always write down all assignments

2. ORGANIZATION

- a. Keep locker organized
- b. Keep back pack neat and clutter free



3. ON TIME AND PREPARED

- a. Always arrive on time and be prepared to work!
(pen/pencil ready, Chromebook charged and open, books on desk, homework neat and ready to hand in, etc.)

4. ACTIVE LISTENING

- a. Maintain eye contact when teacher is teaching
- b. Avoid distractions

5. TIME MANAGEMENT

- a. Create a homework schedule and keep to it!
- b. Tackle toughest assignment first
- c. Have a regular bedtime and leave plenty of time for sleep!

6. NOTE TAKING

- a. Write neatly, use abbreviations (b/c, @)
- b. Use highlighters and bullets to accent important points
- c. Ask for examples when you are unsure of something
- d. Name/organize files in appropriate Chromebook folder

7. STUDYING

- a. Index cards, rewriting notes, mnemonics
- b. Know when to take a break

8. ASK FOR HELP!

- a. Ask questions
- b. Know when your teachers are available for extra-help



REMEMBER...WE ARE HERE TO HELP - LET SOMEONE KNOW WHEN YOU ARE HAVING TROUBLE

