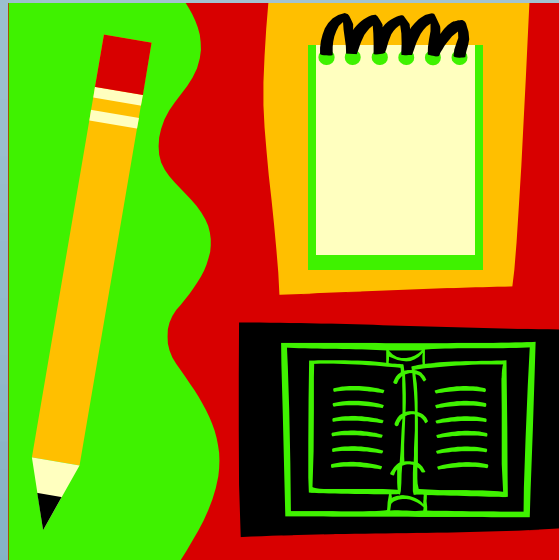
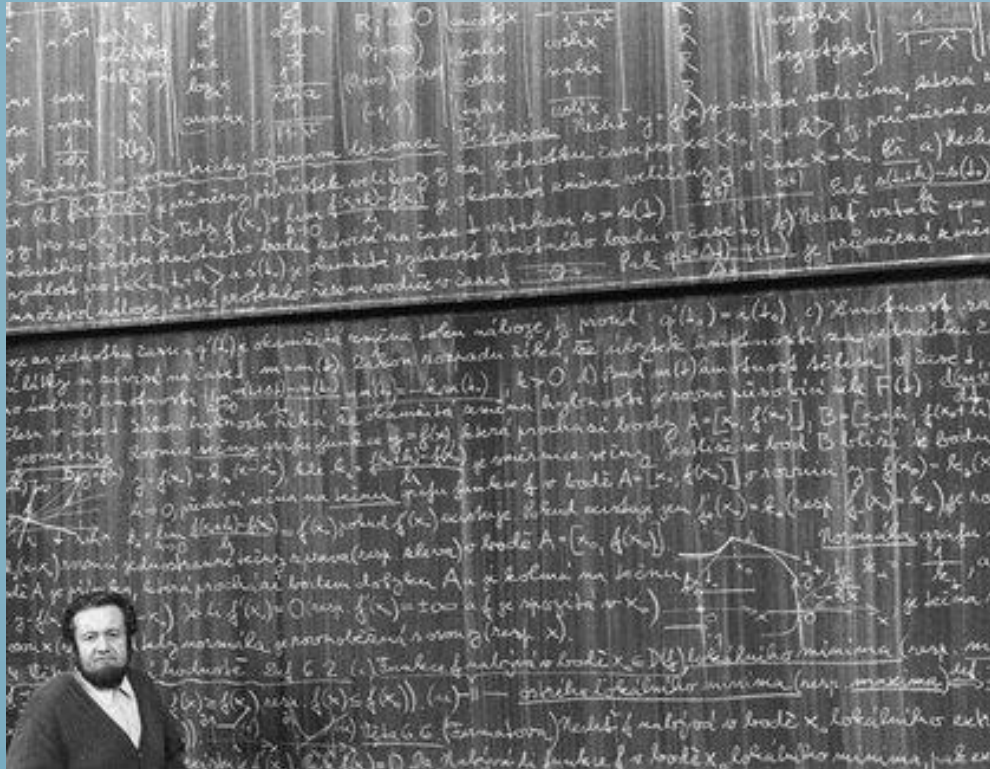


NOTE THIS AND REMEMBER: NOTE TAKING AND CONCENTRATION



Tutorial Services Center
Counseling & Disability Services
Part of Mendenhall Achievement Center

SERIOUS NOTE TAKING



Professor Lapinski couldn't figure out why so many students dropped his class after just their first homework assignment.

(Taken from: www.funnyhub.com)

NOTE TAKING...

WHAT WORKS FOR YOU?



3 METHODS FOR NOTE-TAKING

- Cornell Method
- Mapping
- Outline



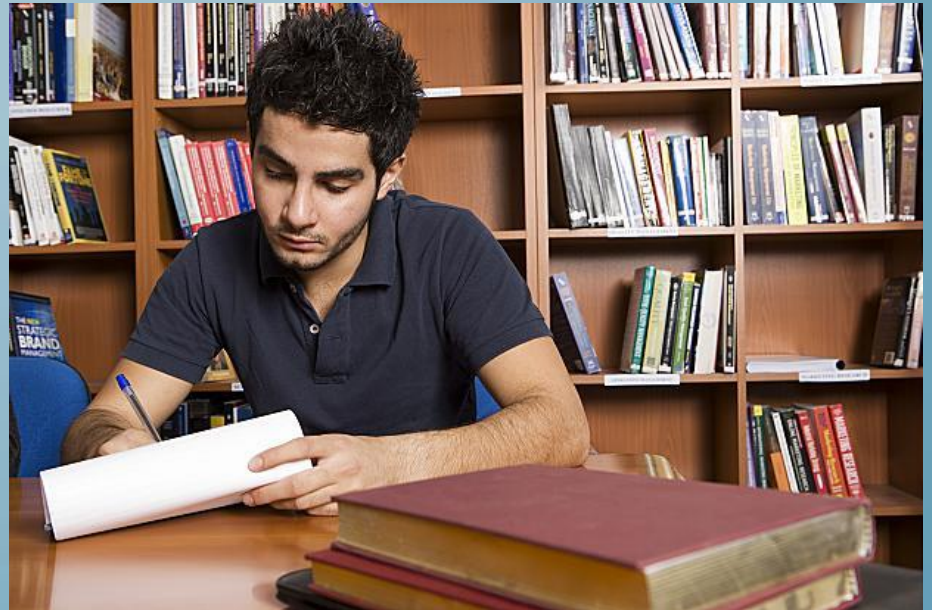
UNDERSTAND THE ASSIGNMENT AND READ, READ AND READ AGAIN

- Preview the text – before class
- Read actively to identify key points
- Connect key points to one another
- Annotate the text
- Begin self-testing and retest

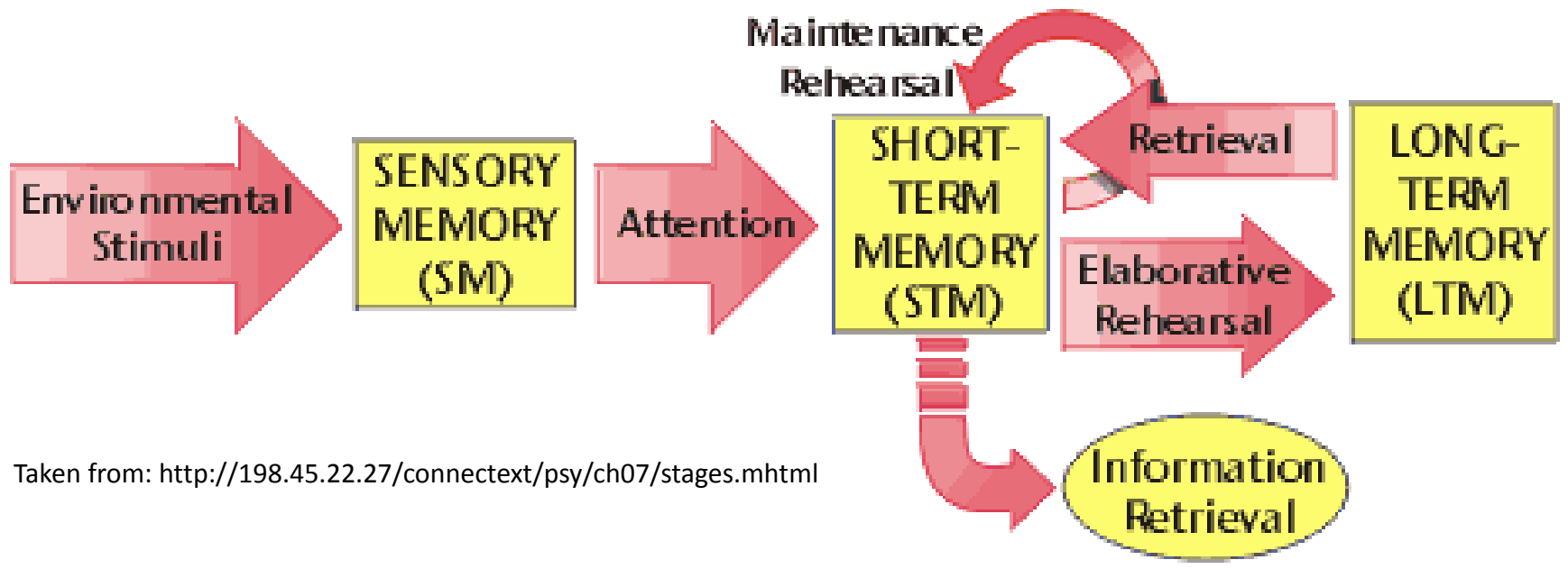


YOU CAN'T HAVE ONE WITHOUT THE OTHER

- Attention
- Concentration
- Memory



HOW DOES OUR SYSTEM WORK?



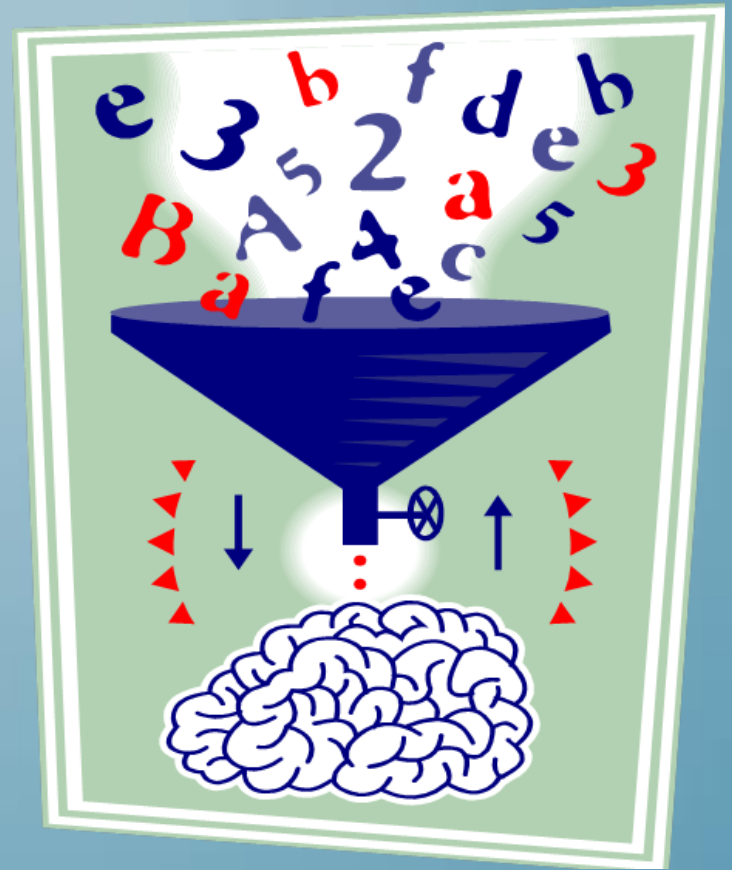
WHAT IS YOUR ATTENTION SPAN?

- Ability to focus attention on a single thought, subject or object while ignoring distractions
- The length of time you can focus or concentrate before you become bored/over-loaded
- Varies with type of activity
- Keeps you on track towards your goals
- One of the most important skills a student needs



IMPROVING YOUR ATTENTION SPAN

- Unplug, postpone & practice
- Avoid double-tasking
- Practice concentrating despite distractions
- Make learning active
- Attitude counts

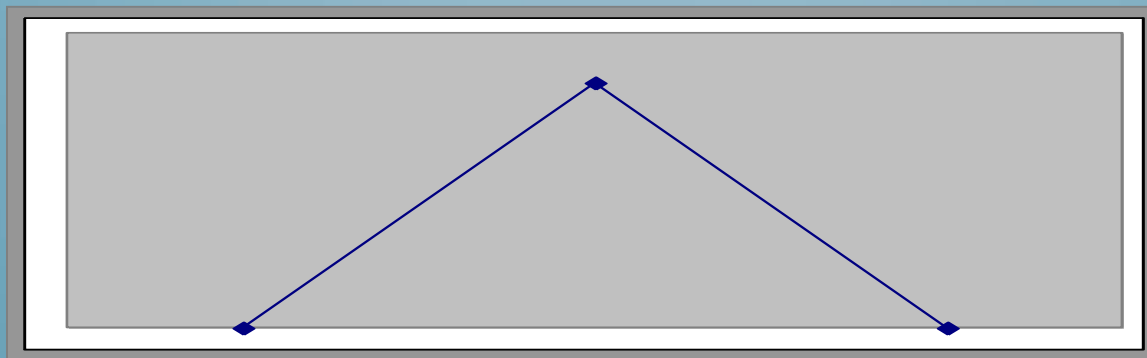


HOW LONG CAN YOU CONCENTRATE OR SUSTAIN FOCUS?

10 minutes? 30 minutes? 2 hours?

Concentration Peak

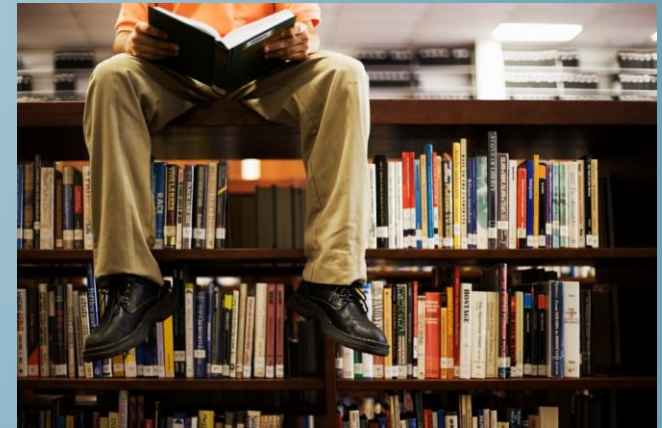
Initial
distraction



Concentration
break

When you study, use your body to improve concentration

- Choose or create a study environment
- Study according to your biorhythms: schedule your most difficult tasks when you are at peak mental efficiency (early morning? After 7:00pm?)
- Complete easier tasks, like compiling a bibliography, when you are mentally at low efficiency

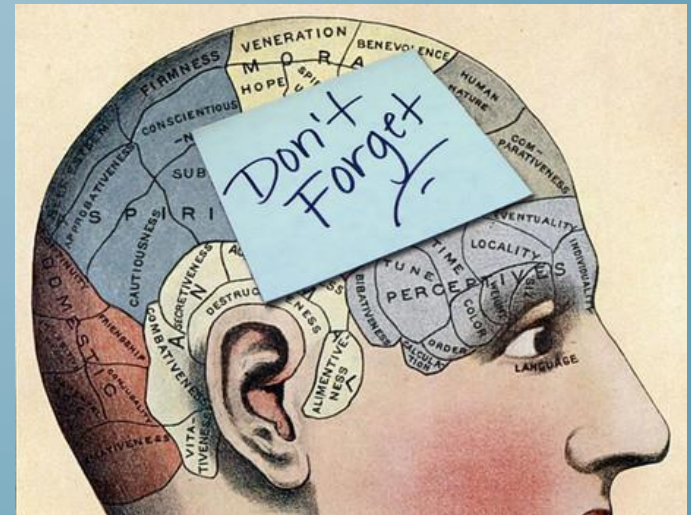


THE POMODORO TECHNIQUE AND OTHER STUDY SKILLS APPS



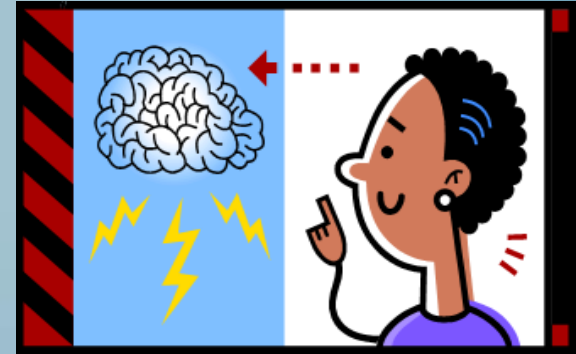
THE RELATIONSHIP BETWEEN ATTENTION AND MEMORY

- Memory complaints are often a failure to attend to the information in the first place.



SHORT-TERM MEMORY

- Stores limited information for a limited time
- Storing capacity – 5 to 9 ideas
- CHUNKING (grouping ideas) = increased storage capacity
- Stores information via sensory images
- Memory kept alive by maintenance rehearsal (mentally repeating information)



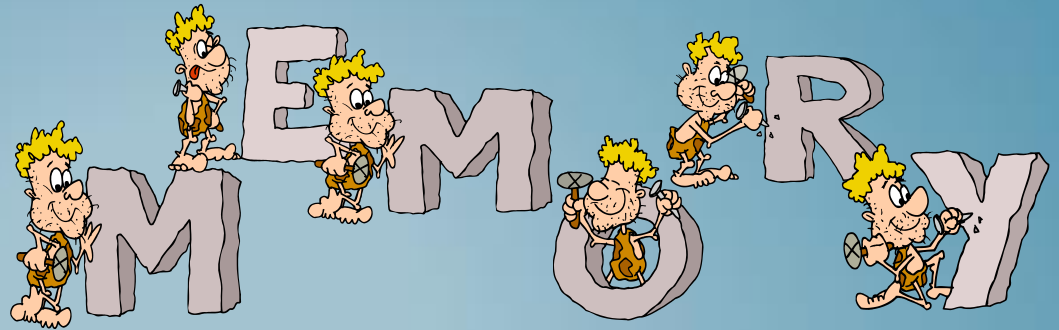
MAKING IT FROM SHORT-TERM INTO LONG-TERM MEMORY

The 4 Rs

- *Recite*
- *Review*
- *Retest*
- *Retrieve*



LONG-TERM



- Mechanism that stores, manages and retrieves information
- Stores unlimited information for unlimited amount of time
- Stores varied information – facts, events, beliefs, etc. according to meaning
- Associates new information with prior learning to encode to LT memory
- Uses CUES to recall information

HOW TO IMPROVE MEMORY



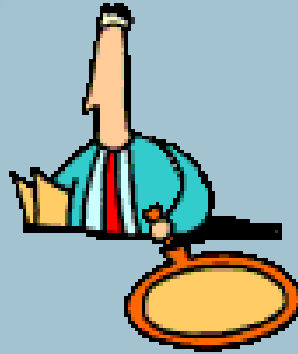
- Distribute learning
- Reduce interference
- Attend and concentrate
- Choose what not to store
- Relate & connect information
- Repeat (over-learn)
- Elaborate
- Self-test and retest

KNOW YOUR LEARNING STYLE

- Visual
- Auditory
- Kinesthetic



VISUAL LEARNER



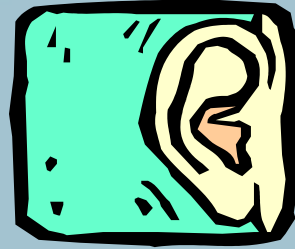
- Those who learn through seeing things
- A visual learner:
 - ✓ Needs quiet study time
 - ✓ Likes things written down
 - ✓ Understands/likes charts
 - ✓ Looks for pictures and diagrams
 - ✓ Remembers faces

STUDY TIPS FOR THE VISUAL LEARNER

- Draw a map of events in history or draw a scientific process
- Make outlines in your own words
- Copy what's on the board
 - Take notes, make lists
- Color code words and phrases
- Use highlighters, circle words, underline
- Make flashcards



AUDITORY LEARNER



- Those who learn best through hearing things
- An auditory learner:
 - ✓ Likes to read out loud to self or listen to text
 - ✓ Remembers names well
 - ✓ Follows oral directions well
 - ✓ Does well in lectures and class discussions

STUDY TIPS FOR THE AUDITORY LEARNER

- Use word association to remember facts and lines
- Record lectures and listen to them
- Participate in group discussions
- Use e-texts when available
- Use audio-recording for language practice
- Study out loud
- Make a chant to help remember important information



KINESTHETIC LEARNER



- Those who learn through experiencing/doing things
- A kinesthetic learner:
 - ✓ Prefers activity; enjoys moving
 - ✓ Prefers role playing
 - ✓ Builds models, likes fixing things and art projects
 - ✓ Does well when given the opportunity to do a task themselves
 - ✓ A hands-on learner

STUDY TIPS FOR THE KINESTHETIC LEARNER



- Keep yourself active
- Shift your activity level to something else when distracted
 - Take short breaks to keep on track during study time
- Take lab classes to enhance hands-on learning
- Study with others
- Devise review activities (ex: make a vocabulary matching game)
- Use the CD if the text book has one

**WANT MORE INFORMATION?
WANT TUTORING? COUNSELING?**



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