

STUDY TIPS

1. **TOTAL STUDY TIME:** A minimum average of two hours of study per day at home is necessary in addition to study hall time at school. Amount of time may increase when major test/projects are due.
2. **DIVISION OF TIME:** One half hour average study/homework on a daily basis is necessary for each heavy subject such as English, foreign language, math, science or social studies.
3. **WHAT CONSTITUTES HOMEWORK?** Written work, extensive reading, daily review of lecture notes, memorization and drill work. Just completing all written homework will not guarantee good performance on tests and quizzes. Bring home some type of text/notebook on a daily basis.
4. **WHEN TO MEMORIZE:** Memorizing left until the night before a test/quiz does not allow information to be committed to long term memory. Chronic poor test/quiz grades often result because of this habit. Information presented in class should be studied every day, with a constant review of material from previous lessons.
5. **ASSIGNMENT NOTEBOOKS:** Using an assignment notebook should not be considered a nuisance, but a good practice for high school and on into the world of work.
6. **DAILY STUDY SCHEDULE:** Formulate a schedule with input from both student and parents. Be flexible in revising when it is not realistic. Shorter “chunks” of time are often more profitable than lengthy ones in order to foster concentration and comprehension. Daydreaming too often happens during lengthy periods of study time.
7. **PHONE CALLS, TV AND MUSIC: Prearrange** incoming and outgoing phone call times and length of conversation times with friends as well as television time so as not to interrupt the schedule. Usually early in the evening, students are more alert for studying. Consider coordinating study schedules with friends and friends’ parents so all are free at the same time and have the same rules about times and lengths of times on the phone. As for music, each individual has individual needs. Some students will want to block out all noise and have silence; some will want to block out outdoor and household noises with music. Music without lyrics is sometimes better than music with lyrics because the tendency is to sing along which disrupts studying. Discuss this to find out the best way for each individual to study.
8. **STILL NOT ACHIEVING?** If a student appears to be utilizing good study habits and is still not achieving, feel free to contact the student’s teacher or counselor or both to obtain further information on the nature of the problem.
9. **TUTORING:** If students need tutoring, teachers and peer helpers are available during scheduled after school hours from 2:15 - 3:00 PM. Many times these sessions are “small group tutoring,” not “one-on-one tutoring.” If a student needs “one-on-one” help, professional tutoring services are the best option. Classroom teachers, Department Chairs and the counselors can provide parents with referrals for tutoring services.
10. **WHEN TO GET HELP:** Act immediately. Do not wait until the student is so lost or frustrated that s/he cannot possibly turn the situation around in time before report cards