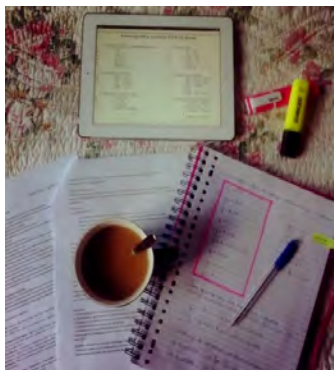




Career Focus - EFFECTIVE STUDY HABITS

Inside this issue:

EFFECTIVE LEARNING SKILLS	1-2
FOOD FOR THOUGHT	3



Dear Students

We've come to the last 2 issues of our Career Focus for the year. I would like to leave you with a guide on how to make your final exam studies effective. In issue 15 you can read on some interview tips for those who intend to job hunt or who have a scholarship interview. Remember the only person, who shall shape your future, is you. Good luck with the final exams and with your future endeavours !
- *Martina*

EFFECTIVE STUDY HABITS

The key to effective studying isn't cramming or studying longer, but **studying smarter**. You can begin studying smarter with these proven and effective study habits.

HOW YOU APPROACH STUDYING MATTERS

Too many people look at studying as a necessary task, not an enjoyment or opportunity to learn. That's fine, but researchers have found that **how** you approach something matters almost as much as what you do. Being in the right mindset is important in order to study smarter .

Way to help improve your study mindset:

- *Aim to think positively when you study*, and remind yourself of your skills and abilities.
- *Avoid catastrophic thinking*. Instead of thinking, "I'm a mess, I'll never have enough time to study for this exam," look at it like, "I may be a little late to study as much as I'd like, but since I'm doing it now, I'll get most of it done."
- *Avoid absolute thinking*. Instead of thinking "I always mess things up," the more objective view is, "I didn't do so well that time, what can I do to improve?"
Avoid comparing yourself with others, because you usually just end up feeling bad about yourself.

WHERE YOU STUDY IS IMPORTANT

A lot of people make the mistake of studying in a place that really isn't conducive to concentrating. A place with a lot of distractions makes for a poor study area. If you try and study in your hostel room, for instance, you may find the computer, TV, or a roommate more interesting than the reading material you're trying to digest.

The library, a nook in a student lounge or study hall, are good places to check out. Make sure to choose the quiet areas in these places, not the loud, central gathering areas.

BRING EVERYTHING YOU NEED, NOTHING YOU DON'T

Unfortunately, when you find an ideal place to study, sometimes people bring things they don't need. For instance, while it may seem ideal to type notes into a computer to refer back to later, computers are a powerful distraction for many people because they can do so many different things. Playing games, going online, surfing the Web, and answering emails are all wonderful distractions that have nothing to do with studying. So ask yourself whether you really need a computer to take notes, or whether you can make do with the old-fashioned paper and pen or pencil.

Don't forget the things you need to study for the class, exam or paper you're focusing on for the study session. Nothing is more time-consuming and wasteful than having to run back and forth regularly because you forget an important book, paper, or some other resource you need to be successful.

EFFECTIVE STUDY HABITS

OUTLINE AND REWRITE YOUR NOTES

The important thing to remember in writing outlines is that an outline only works as a learning tool when it is in your own words and structure. It may also be helpful to use as many senses as possible when studying, because information is retained more readily in people when other senses are involved. That's why writing notes works in the first place – it puts information into words and terms you understand. Mouthing the words out loud while you copy the notes before an important exam can be one method for involving yet another sense.

USE MEMORY GAMES (MNEMONIC DEVICES)

Memory games, or **mnemonic devices**, are methods for remembering pieces of information using a simple association of common words. Most often people string together words to form a nonsense sentence that is easy to remember. The first letter of each word can then be used to stand for something else – the piece of information you're trying to remember. The most common mnemonic device example is "Every Good Boy Deserves Fun." Putting the first letters of every word together – EGBDF – gives a music student the five notes for treble clef.

The key to such memory devices is the new phrase or sentence you come up with has to be more memorable and easier to remember than the terms or information you're trying to learn. These don't work for everyone, so if they don't work for you, don't use them.

PRACTICE BY YOURSELF OR WITH FRIENDS

The old age adage, practice makes perfect, is true. You can practice by yourself by testing yourself with either practice exams, past quizzes. If old exam papers are available, use it as a guide – do not study to the practice or old exam! (Too many students treat such exams as the real exams, only to be disappointed when the real exam has none of the same questions). Such exams help you understand the breadth of content and types of questions to expect, not the actual material to study for. Some people enjoy reviewing their materials with a group of friends or classmates. Some groups like to work through chapters together, quizzing one another as they go through it. Others like to compare class notes, and review materials that way, ensuring they haven't missed any critical points. Such study groups can be helpful for many students, but not all.

MAKE A SCHEDULE YOU CAN STICK TO

Instead of last-minute cramming sessions, you'll be better prepared because you haven't put off all the studying into one 12-hour marathon. Spending 30 or 60 minutes every day you have a class studying for that class before or after is a lot easier and will allow you to actually **learn** more of the material. You should study regularly throughout the semester for as many classes as you can. Some people study every day, others put it off to once or twice a week. The frequency isn't as important as actually studying on a regular basis. Even if you just crack open a book once a week for a class, it's better than waiting until the first exam in a massive cram session.

Scheduling is even more important if you're going to be a part of a study group. If only half of your members are committed to a study group for every meeting, then you need to find other study group members who are as committed as you are.

TAKE BREAKS (AND REWARDS!), KEEP HEALTHY AND BALANCED

Because so many people view studying as a chore or task, it's human nature to avoid it. If, however, you find rewards to help reinforce what you're doing, you may be pleasantly surprised by the change you may find in your attitude over time.

Finding balance isn't really something that can be taught, it's something that comes with experience and simply living. But you can work to try and keep your health and body balanced, by doing what you already know – exercise regularly and eat right.

DON'T FORGET TO LEARN!

Studying isn't just about passing an exam, as most students look at it as. Studying is an effort to actually learn things, some of which you might actually care about. So while you'll have to take your share of classes that have little or nothing to do with your interests, you should still look for interesting things to take away from every experience.

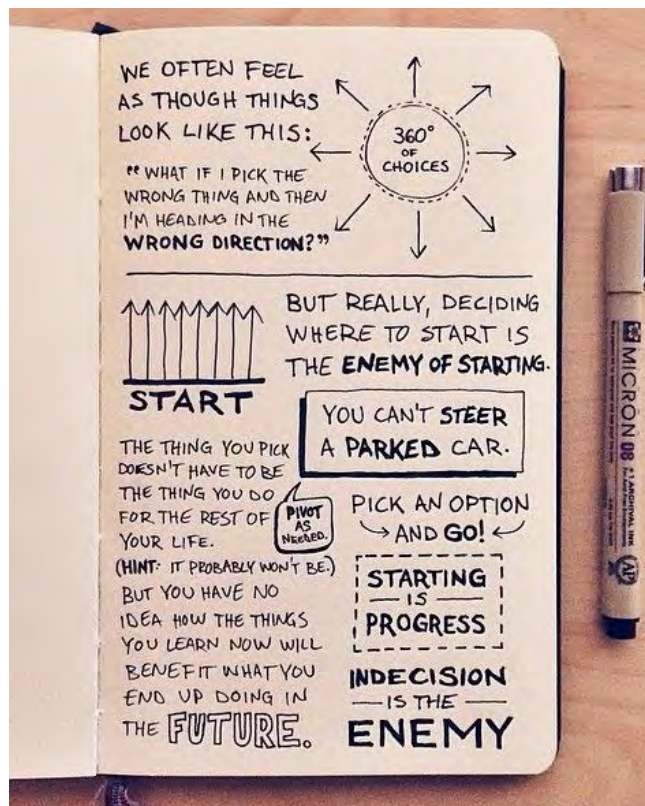
FOOD FOR THOUGHT

One day a son came to his father for advice:

– Dad, I can't do this anymore, – he said, – those lessons only exhaust me, and the result doesn't change. It must be not destined for me to play football and my dream will never come true.

The father looked at his son with loving eyes and said:

– You know son, every person in life has a dream, a goal of his life. They are the ones that make us do what we are doing, because it's what we should do. We have to fight for what we believe in, what we feel. In other case, you will simply brake. Once – and for all. As thought you were never there. The easiest way is to quit everything and not go until the end, because the path is difficult and we are not used to inconveniences. We want everything to be easy and at once. But the wishes are fleeting! This is how our dream dies, and the goal becomes unreachable. Gradually, life becomes a routine without depth and meaning. Then one day, we try to forget and start everything from the beginning, we wait for a new day to make our life different. But new obstacles come in our way, and we stop again. We become full of despair and anger for our own helplessness. But you only need to remember one thing: never give up, fight, battle. It doesn't matter that you have lost one battle and even dozens of battles. Life goes on! Your biggest enemies are hiding in you – laziness, fear, doubt, indecision. Be a warrior of your dream, a knight of your goal and a soldier of your wishes.



Reference : <http://www.soarlearningsystems.com>

<http://www.inspirationalstories.eu>



We're on the web:
www.tucsin.org as well as on Facebook

YOU CAN FOLLOW US FOR MORE NEWS ON OUR TUCSIN HOMEPAGE AS WELL AS TUCSIN ALUMNI FACEBOOK PAGE.

Phone: +26461 224840

E-mail: williams@tucsin.org