

# Study Skills Workshop



NEW YORK  

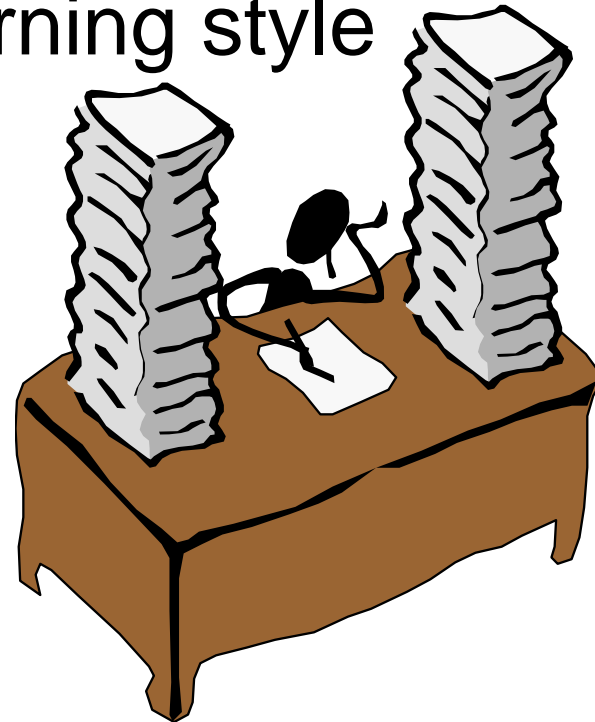
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CHIROPRACTIC  
COLLEGE

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in Learning & Teaching

# Overview of workshop

- General ideas
- Time management
- Skills for your learning style
  - Note taking skills
  - Studying skills
  - Exam strategies



# Time-tested tips

- Prepare by skimming ahead  
(Power-Point notes or text)
- Study by yourself daily, using your learning preference
- Study regularly with a group/partner to check for asking and answering questions, performing skills and checking retention
- Ask for help: Contact faculty (e-mail, voice-mail, in person) for answers to questions that your peer group can't resolve

# General Tips

## ■ Don't skip class

- Important for aural, visual and read/write learning
- To use class time to cram for other courses is counter-productive

## Penn State Study:

**A** students miss an average of 1/2 class/semester

**C** students miss an average of 4 classes/semester



# Time Management

- Make a schedule  
(study time, breaks, personal time)
- Establish a routine  
(work out time, meals, studying)
- Don't do other activities while studying  
(IM, e-mail, television, snacking)
- Study ahead

# Time management is all about setting priorities

	URGENT	NOT URGENT
IMPORTANT	QUADRANT 1 NECESSITY Examples:	QUADRANT 2 QUALITY Examples:
	MANAGE	FOCUS
NOT IMPORTANT	QUADRANT 3 DECEPTION Examples:	QUADRANT 4 WASTE Examples:
	AVOID	AVOID

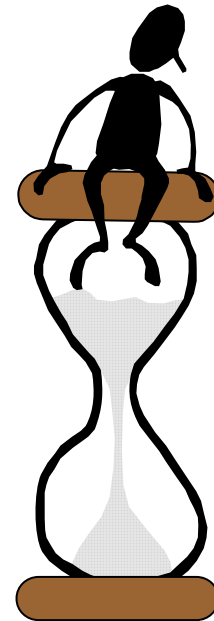


***CRAMMING DOESN'T CUT IT!!***

# Time Management

## These are some common time wasters:

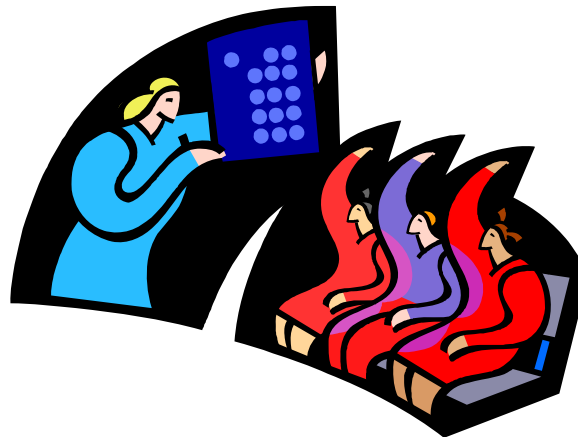
- failure to plan
- failure to set priorities
- lack of organization
- socializing (plan ahead)
- interruptions
- television/IM/ email
- excessive recreational activities





# Class

- Prepare ahead  
(reread notes & pre-read for the big picture)
- Use the note taking method that works best for your learning style
- Use all lab time **FROM THE BEGINNING**
- View **ALL** specimens
- Compare lab & lecture notes



# Note-taking methods

## ■ VISUAL

- Concept maps
- Use colors/ highlighting & underlining
- Spatial organization
- Leave white space
- Diagrams/charts
- Drawings in notes

## ■ KINESTHETIC

- Be active in lab
- Write down examples or cases
- Relate lecture material to lab
- Participate in demonstrations

# Note-taking methods

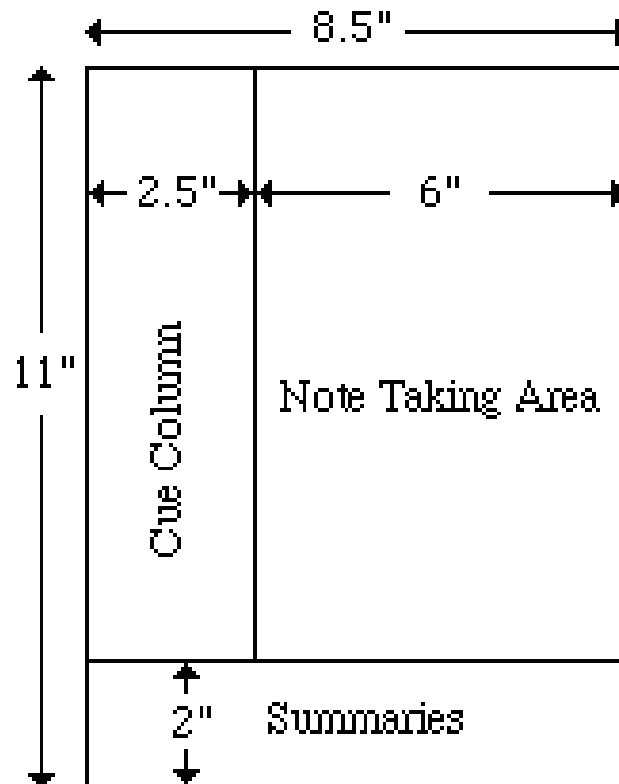
## ■ READ-WRITE

- Prepare an outline for class notes
- Use headings
- Listen & take own notes
- Pre-read
- Cornell note system

## ■ AUDITORY

- Attend all classes
- Ask questions
- Verbalize responses
- Dictate notes on cassette/CD
- Note examples or stories

# Cornell Note-taking system



**Note Taking Area:** Record lecture as fully and as meaningfully as possible.

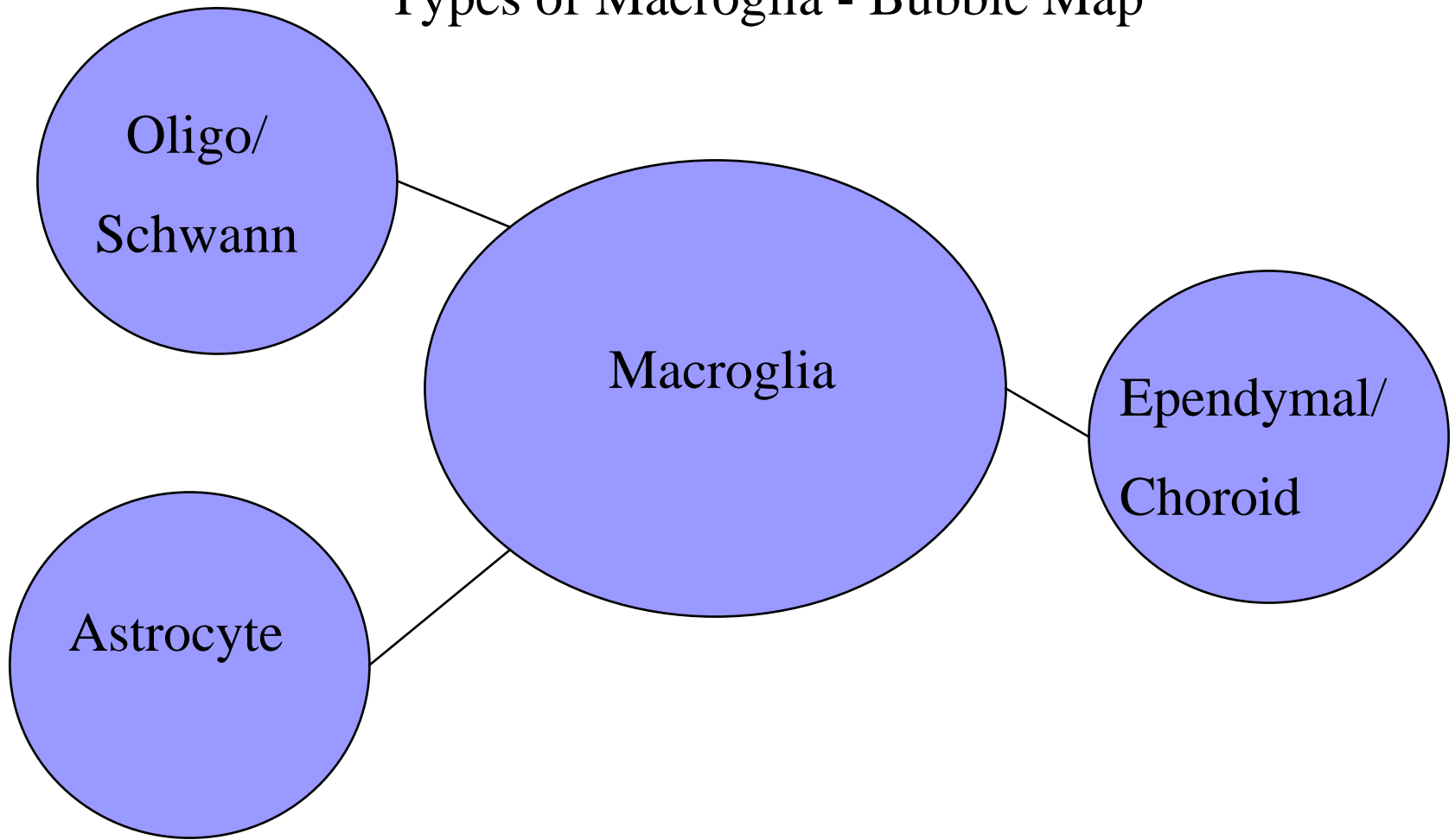
**Cue Column:** As you're taking notes, keep cue column empty. Soon after the lecture, reduce your notes to concise jottings as clues for Reciting, Reviewing, and Reflecting.

**Summaries:** Sum up each page of your notes in a sentence or two.

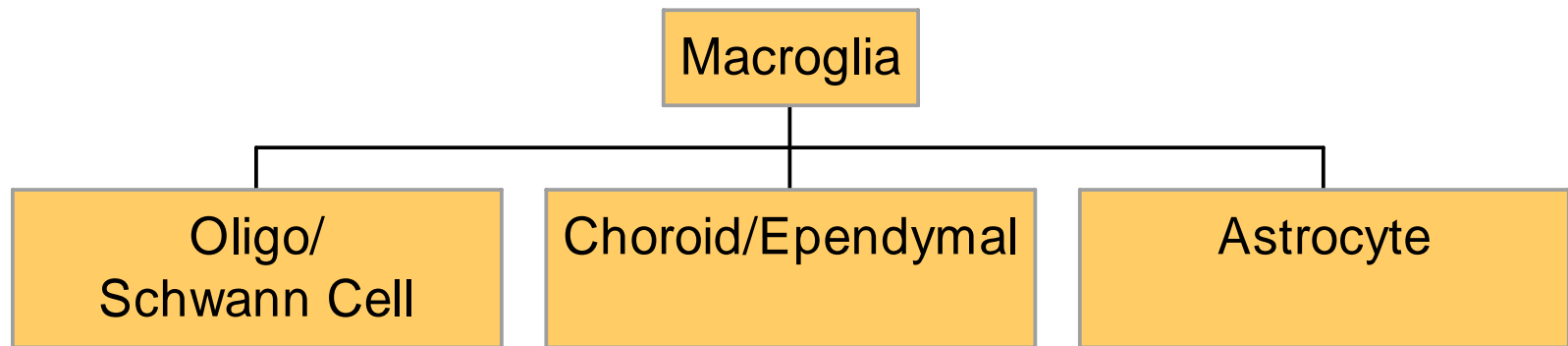
# The 5 R's of Note-taking

- **Record** – During the lecture record in the main column as many key facts and ideas as you can
- **Reduce** – As soon after class as possible, summarize these facts & ideas concisely in the Cue column. This clarifies meaning & relationships & strengthens memory
- **Recite** – Cover the note-taking area & using Cue column notes, repeat or rewrite the facts & ideas of the lecture. Check.
- **Reflect** – Ask deeper questions: “What’s the significance? How does this fit with what I already know? How do I apply this? “
- **Review** – Spend at least 10 minutes a week in quick review of your notes from each class.

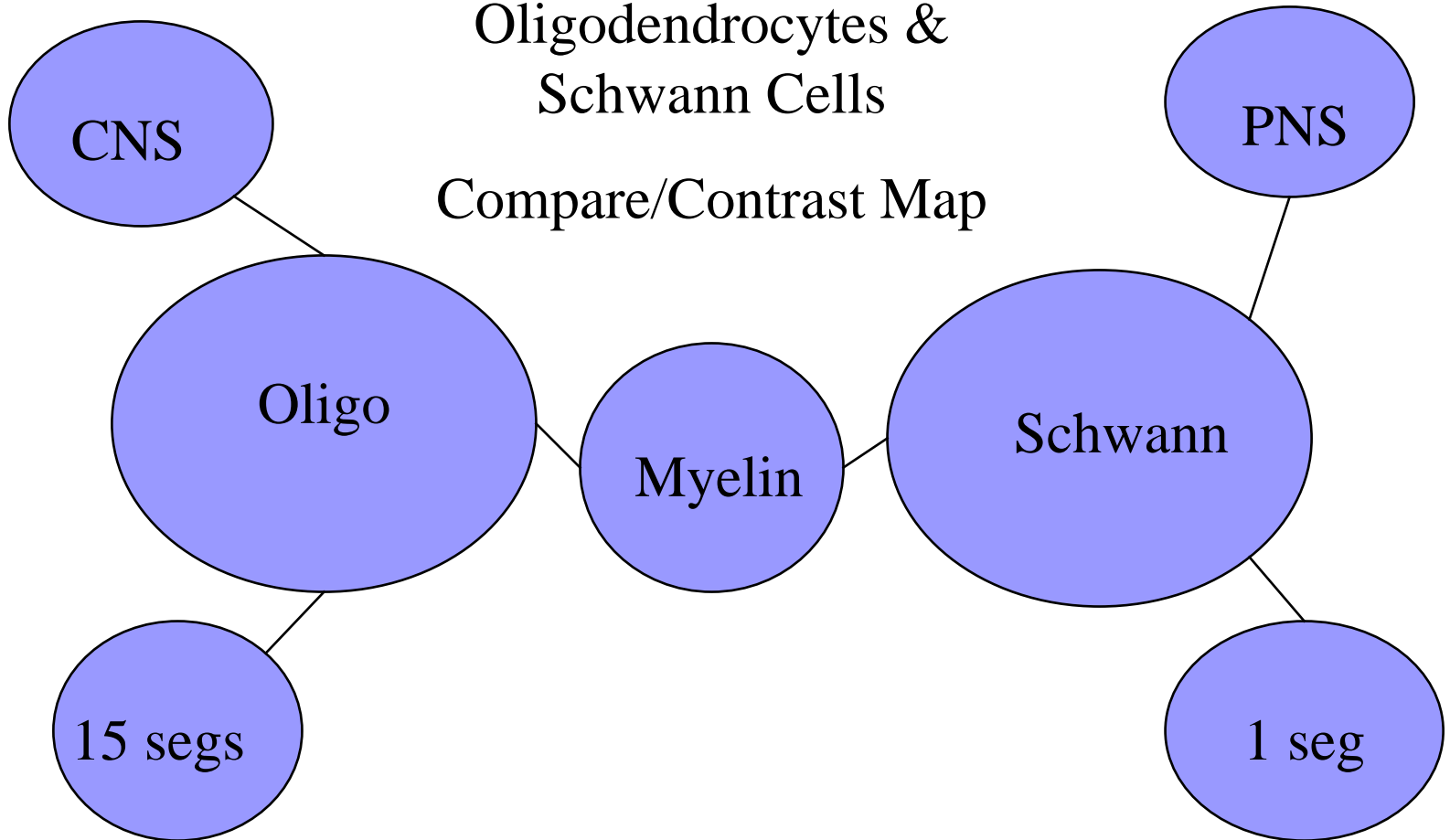
## Types of Macroglia - Bubble Map



## Types of Macroglia- Tree Map

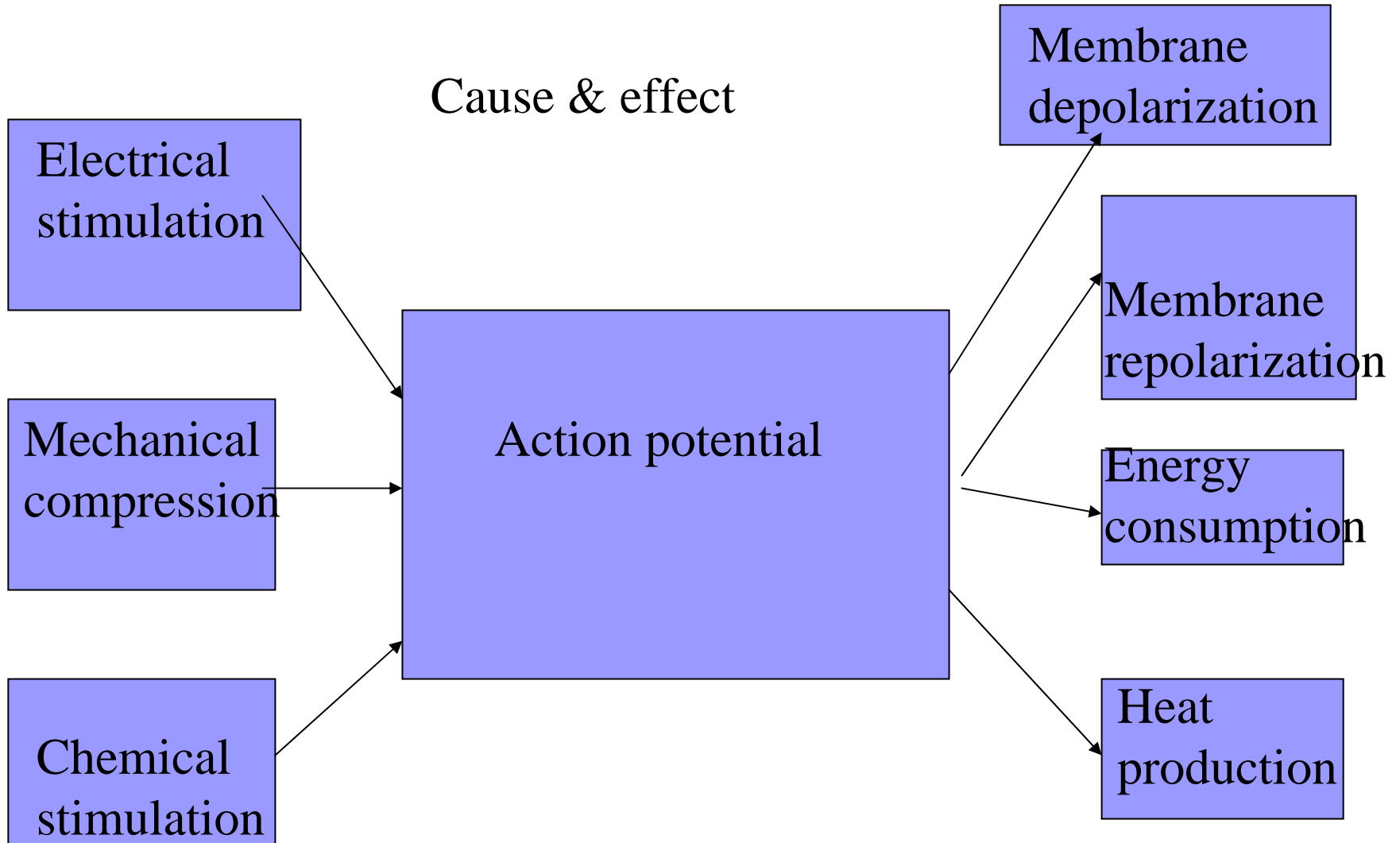


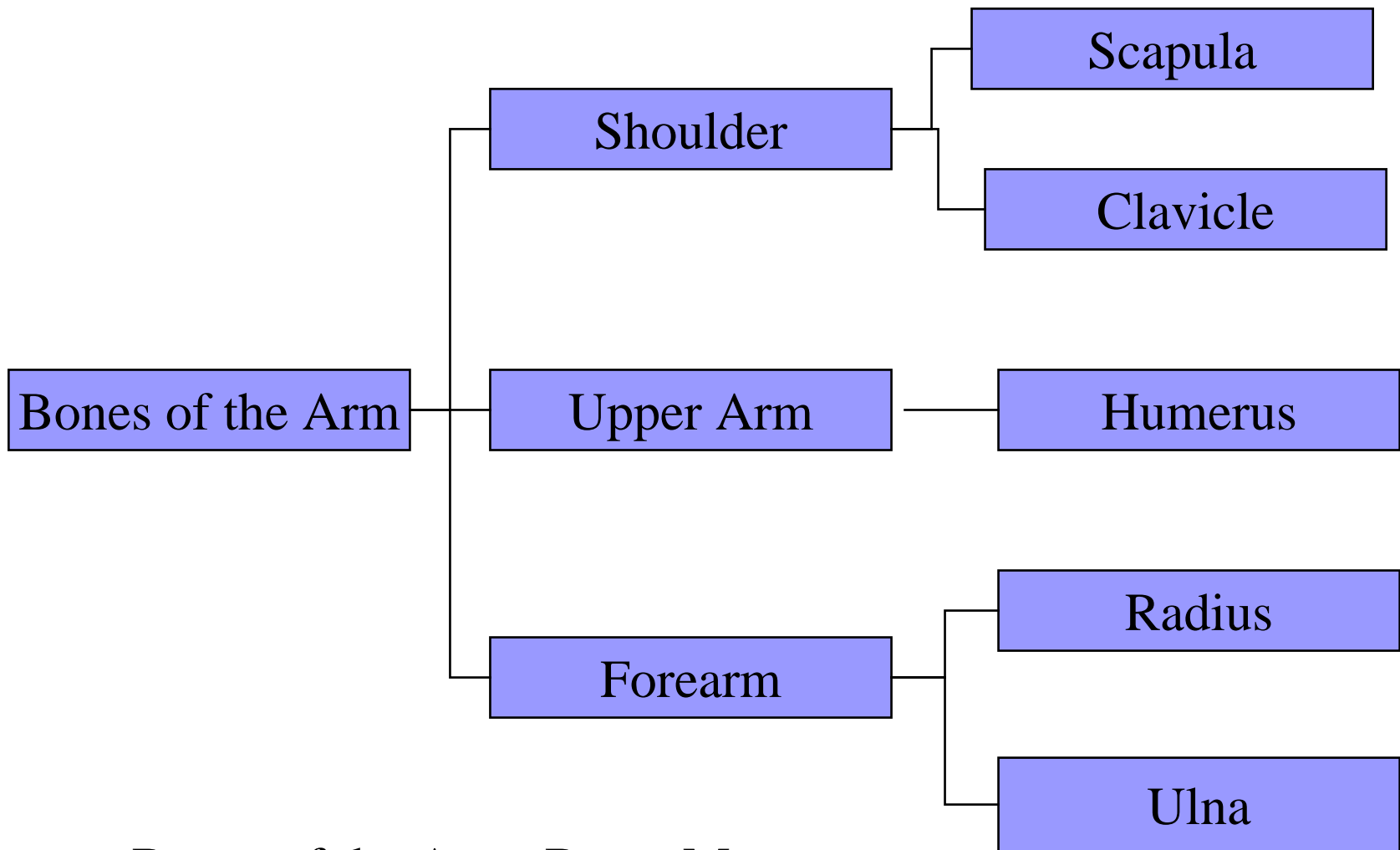
Oligodendrocytes &  
Schwann Cells  
Compare/Contrast Map





Cause & effect





Bones of the Arm- Brace Map

# Studying – Tips for ALL

- Prepare by re-reading & pre-reading for the next day's classes – make an outline
- Review the day's notes EVERY DAY
- Organize notes, highlight questions, use best study/organization technique
- Share study aids with others
- Use group time to assess your retention
- Try studying in short bursts

# Studying



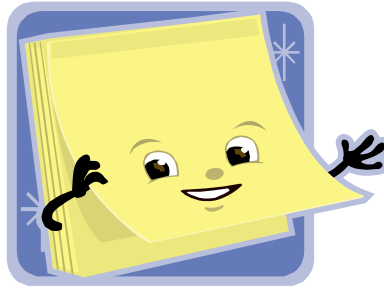
## ■ VISUAL

- Draw & redraw concept maps & charts
- Find drawings/charts  
Organize notes in concept maps
- Color code material
- Watch class videos

## ■ KINESTHETIC

- Use Websites
- Pace, exercise, tap while studying
- Draw or practice on self or models
- Draw or write large (newsprint/poster)

# Studying



## ■ AUDITORY

- Recite notes out loud
- Dictate notes on tape/CD
- Verbalize questions from notes
- Answer questions out loud
- Teach it to others

## ■ READ/WRITE

- Prepare an outline
- Cornell note system
- Rewrite/reorganize notes
- Make flashcards
- Write questions from notes



# Memorization Strategies

- Chunking - categories & numbers
- Recitation - reading, oral or written
- Association - big picture & connections
- Mnemonics - share with each other
- Musical/rhythm Associations
- Patterning - look for patterns
- Visualization - picture association

# Study Groups:

- Set ground rules for socialization vs. study
  - Try the egg-timer  
(You only get until it runs out, then back to work]
- Have your questions & concerns written
  - Post-it notes, color codes, index cards
- Try a different location
  - Find a spot that minimizes distractions

# Studying ahead:

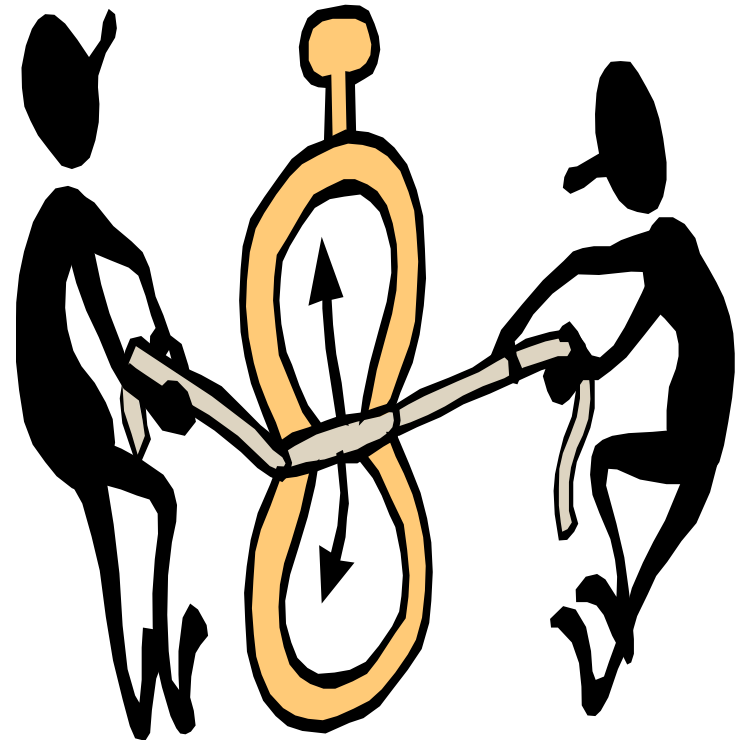
- Set a regular meeting time
  - eg-1x/2 weeks
- Prepare for the session
  - read over all materials
  - creating questions for each topic
  - create study aids (charts, diagrams, mnemonics, pictures)
- Test each other on all of the previous material, not just this week





# Common time wasters:

- Lack of a clear agenda for the study time
- Lack of preparation by all group members
- Getting off track



# Before the test:

- Go over **JUST** the materials you aren't sure of [not what you already know...]
- Get enough sleep & eat right
- Exercise, meditate or use stress-reduction techniques
- Try going to bed early & getting up early to study
- **DON'T SKIP CLASSES**  
[it only puts you behind in other subjects]



# Test-taking Strategies: MC

- Cover choices & answer questions as if they were fill-in
- Answer multiple-multiple as though each choice forms a True-False question
- By organizing your notes into categories or mental maps, visualizing how MC questions are asked is easier
- Write questions as you study

# Multiple-Multiple

Which of the following are types of macroglia? Choose all that apply.

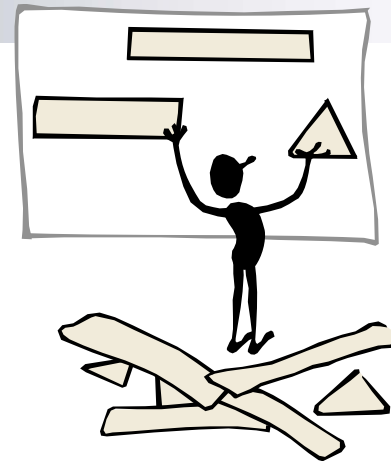
- A. Schwann cells T/F
- B. Epithelial cells T/F
- C. Astrocytes T/F
- D. Neurons T/F

# Multiple Choice Strategies

- In reviewing old questions or those you & your study group have written, look up ALL choices
- Do NOT second guess yourself
- Check your Scantron!!!!



# Testing strategies



## ■ VISUAL

- Recall position of info on the note pages
- Draw out diagrams or concept maps before starting test
- Practice turning visuals into test questions

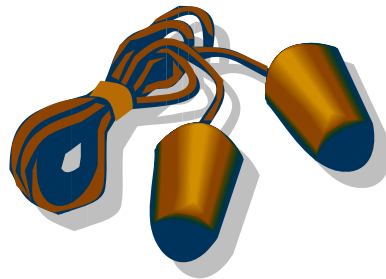
## ■ KINESTHETIC

- Role play the exam situation
- Use your hands/body to imitate what you are trying to recall
- Get exercise the night before the exam

# Testing strategies

## ■ AUDITORY

- Speak answer to yourself (quietly!)
- Spend time in a quiet place recalling answers
- Use ear plugs



## ■ READ/WRITE

- Write out lists/formulas before starting exam
- Write exam answers as fill-in the blank
- Use practice test questions

# Bottom line



- Read ahead-outline for the big picture
- Study daily on your own using your preferred learning style
- Group study weekly to check retention
- Ask for help EARLY: faculty, peers, tutors, advisors, CELT, counseling