



Purpose

Whether studying comes easy to you or not, there are times where staying focused and motivated on tasks can be challenging and a bit overwhelming. It can be imperative to your overall success to create beneficial study routines when you're finding yourself struggling. Below you will find tips to help with focusing, avoiding procrastination, and creating efficient studying habits.

Information

Environment

- Study in a place not associated with relaxation or comfort (i.e., on your bed). Some ideas are at a desk, in the library, in common areas, cafes.
- Listen to music without lyrics or any type of music that will help you keep focus.

Limit Distractions

- Turn your phone on silent or place it in another room.
- Create a separate account on the computer that limits access to distracting websites/social media/games.
- Use a web extension that limits access to websites that you input.

Take Breaks

- Work consistently for a period of time and allow a break. Set a timer to study for 45 minutes and then take a break.
- Utilize the Pomodoro Technique:
 - Decide on the task to be done.
 - Set the pomodoro timer (traditionally to 25 minutes).



- Work on the task until the timer rings. If a distraction pops into your head, write it down, but immediately get back on task.
- After the timer rings, put a checkmark on a piece of paper.
- If you have fewer than four checkmarks, take a short break (3–5 minutes), then go to step 1.
- After four pomodoros, take a longer break (15–30 minutes), reset your checkmark count to zero, then go to step 1.
- Use a web extension for the Pomodoro Technique. One example of a Google Chrome extension is called “Pomotodo”. Try looking this up!
 - Here is the link:
<https://chrome.google.com/webstore/detail/pomotodo/algakdpkofkajponmledaldo?hl=en>

Health

- Eat right and have healthy study snacks to keep your energy going.
- Be sure to get the right amount of sleep that your body needs. Memory consolidation happens during sleep, so be sure to prioritize rest!

Practice

- For public speaking, presentations, rehearsals, etc., read the speech aloud several times. Record yourself giving the speech and listen to it to identify areas of improvement.
- For exams, create a “practice exam” based on the material. Answer the questions as if they were an actual exam.

Rewards

- For reading assignments, leave a candy at the end of the page and treat yourself to it when you’ve finished reading the page!