

**Effective Learning Tips**

* Do not work when you are too tired to concentrate.
* Make sure your study space is comfortable enough to concentrate, but not too tired you get sleepy!
* Generate questions about a topic to support you in understanding it in more depth, or, enable you to ask your tutor the questions to support you in understanding the topic.
* Identify what distracts you and eliminate it from your study environment!
* If you want to really learn something, teach it to others such as your family or peers, this will help you to retain the information.
* Compare your notes with peers.
* Self-assess. How well do I understand the concept?
* Relate the information to something you have experienced, or something in real life to support you in understanding it.
* Study in groups to bounce ideas off each other.
* Take some time to relax before going to bed.
* Stop studying at least one hour before going to sleep.
* Spend time relaxing, such as listening to music or meditation.
* Avoid watching upsetting TV programmes or playing video games right before you go to sleep as these increase tension and stress.
* Learners are recommended to get around 7-9 hours sleep per night to feel well refreshed and motivated.
* Eat well, fruits are high-energy snacks that release their energy slowly, over a good length of time.
* Check your posture to ensure you are not putting any extra strain on the spine, shoulders, and arms.
* Take breaks!
* Use Cornell note taking method to improve the notes you take, as it allows you to summarise key points and organise your notes.
* Decide on your best time and place to study. When are you most productive? Is the lighting good? Is it comfortable?
* Have an agenda for each study period and be specific
regarding the task that you hope to accomplish during each
planned study period.
* Make a list of study tasks and include some time to
work on major assignments.
* Prioritize tasks and assign each task an estimated
time-to-completion.
* Using your task list and a copy of your timetable,
decide when you will do each task.
* Plan to do priority tasks when you have the most
energy, and good concentration.
* Split large chunks of study time between tasks, so that
in four hours, for example, you spend one hour each on four
different tasks, rather than pushing through a four-hour
session on just one.