


Overview of College Learning Skills

<p><u>Study Environment</u></p> <ul style="list-style-type: none"> ▪ Desk ▪ Needed supplies ▪ Sufficient workspace ▪ Supportive chair ▪ Good lighting ▪ No TV, phone, or radio ▪ Face wall, not window or door 	<p><u>Preparation for Exams</u></p> <p>Problem-solving skills</p> <ul style="list-style-type: none"> ▪ Compare homework, notes, and book together for each topic ▪ Copy out problems ▪ Mix up material ▪ Solve as many problems as possible, just not what is assigned ▪ Check answers ▪ With errors find similar problems and keep working them
<p><u>Effective Reading</u></p> <ul style="list-style-type: none"> ▪ Establish purpose ▪ Survey section or chapter first ▪ Create questions ▪ 5 Rs: read, recite, write, reflect, and review 	<p>Short Answer</p> <ul style="list-style-type: none"> ▪ Review notes and textbook ▪ List important terms ▪ Write out definitions ▪ Think of examples or illustrations of each term ▪ Figure out term or concept's relevance
<p><u>Note-taking</u></p> <ul style="list-style-type: none"> ▪ Prepare for class/read assigned materials ▪ Watch for cues from the instructor (verbal and nonverbal) ▪ Be selective about what is recorded ▪ Use acronyms ▪ Review notes within 24 hours of taking them 	<p>Essay</p> <ul style="list-style-type: none"> ▪ Review previous essay assignments and exams ▪ Write thesis statement and three main points ▪ Outline each statement with details ▪ Practice writing as many essays as possible ▪ Review trial essays for improvement
<p><u>Concentration</u></p> <ul style="list-style-type: none"> ▪ Plan what to study in which priority ▪ Break study time up into manageable sessions based on content material and interest ▪ Deal with any anxieties ▪ Avoid distractions ▪ Organize and summarize notes ▪ Constant recitation and review 	<p>Objective Tests</p> <ul style="list-style-type: none"> ▪ Study concept and examples as well as facts ▪ Study texts and notes for objective information (dates, names, precise details) ▪ Review old copies of exams
 <p>Learning & Academic Resources Dept. Long Beach City College 4901 E Carson St Long Beach, CA 90808</p>	<p>Take-Home</p> <ul style="list-style-type: none"> ▪ Treat it like essays ▪ Provide carefully researched and well-constructed answers ▪ Word process answers

LAR Department, December 2007

If this was helpful you can get more useful information by taking a **Learn 11** class.

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