

LONG BEACH CITY COLLEGE

Presents . . .

College Learning Skills

A Cheat Sheet

Check off this list to make sure you've got all the classic college skills you need to learn.

How is your Study Environment?

- ✓ Desk facing calm, non-busy direction
- ✓ Correct supplies
- ✓ Plenty of space
- ✓ Comfortable seating
- ✓ Good lighting
- ✓ No distractions (TV, phone, friends)

Are you Concentrating?

- ✓ Make a study plan by prioritizing topics.
- ✓ Break study time into manageable sessions.
- ✓ Identify and work through your anxieties.
- ✓ Eliminate distractions.
- ✓ Organize your notes so you don't get lost.
- ✓ Studying a little every day is better than cramming.

Are you ready to Write that Essay?

- ✓ Underline what the prompt or assignment asks for to make an "essay checklist" to make sure you don't forget anything asked of you.
- ✓ Review previous essays to see what your instructor focuses on.
- ✓ Write a thesis statement determining the focus/purpose of your essay.
- ✓ Outline paragraphs to support your thesis and exclude unnecessary info.
- ✓ Re-read your essay to check for and correct mistakes before you turn it in.



Good luck!

Are you Reading Effectively?

- ✓ Before you read, establish a purpose. Why are you reading this?
- ✓ Preview what you're going to read before you read it.
- ✓ Create questions.
- ✓ 5 R's: Read, recite, write, reflect, and review.

Do you need to learn a New Word?

- ✓ Review the context in your notes and textbook.
- ✓ List important terms.
- ✓ Write out definitions in your own words.
- ✓ Think of examples or create a drawing of or related to each term.
- ✓ Figure out term or concept's relevance to what you are learning.

Are you Taking Notes effectively?

- ✓ Prepare for class ahead of time.
- ✓ Watch for cues from the instructor.
- ✓ Only write down important concepts, not details.
- ✓ Shorten words and use acronyms when possible.
- ✓ Review notes within 24 hours of taking them.

How is your Exam Preparation going?

- ✓ Compare homework, lecture notes, and book notes for each topic.
- ✓ Work new problems, not just what's assigned.
- ✓ Study information out of order.
- ✓ Check answers and use your errors to figure out what your "problem spots" are to work through them.
- ✓ Learn concepts from big to little, not little to big.
- ✓ Ask your instructor for old exams to study.
- ✓ Try a mnemonic learning device to learn names, dates, or precise details.