



Study Skills Booklet

Sandringham College

What is study?

Study is the active process of exploring, reflecting and practising in order to understand and retain new knowledge and skills. Study is a deliberate action, and it requires the devotion of time and energy in order. The reward of effective study is not only the retention of new knowledge and skills but also a deeper understanding of how to apply this knowledge and skills in different contexts: the classroom, SACc, tests, quizzes, exams, performances and in some cases real life situations.



Top tips

Throughout this booklet, to save you time you will see this symbol to indicate the absolute must read.

Section A: Brain science and learning



A = Attention

G = Generation

E = Emotion

S = Spacing

The brain can be thought of like a muscle, it needs constant exercise to grow. When you learn something new and your practice (study) what you have learnt your brain starts to make connections, the more your practice, the stronger the connections are. You learn when your brain is active. Your brain is even active when you reflect on your learning or practice things that you have learnt.



Spacing of learning is important. Spacing is about spreading the learning out over time. It is much more effective than cramming all of the information into one session. This is because an essential part of building our memory is recall. To strengthen memory, we need to practice recalling information. Spacing is challenging because we often forget some things, which makes retrieval harder. The good news is, the harder it is to retrieve a memory, the more learning that's taking place.

Not only should we space out and practice a skills and retrieval of knowledge we also should practice using different study techniques to **generate** learning. Always highlighting text and making notes as the only study technique is not as effective as using different types of study options. For example, when we are learning how to understand fractions in maths, we might practice some written questions, draw a pizza to show fractions, ask a parent to quiz use and bake a cake and apply our understanding of fractions to measuring out food items.

Emotions have been found to increase our attention to a given topic, which helps us focus. And second, emotions activate a brain region called the amygdala, which seems to tell our brain that the material is important and worth retaining in our memory. Even negative emotions can help us retain information, if you have ever been asked to read out loud in class, the fear you might feel can help focus your brain and assist you to learn.

Finally, we need to limit distractions and ensure the learning is taking place in a safe, conducive learning environment. Distractions from things such as social media, phones, music and noise. Learning takes place when we pay **attention** and activate a brain region known as the hippocampus. This occurs when we focus on one topic, without distractions. When we multi-task or let our minds wander, we're likely to deactivate the hippocampus and reduce how much learning takes place.

Section B: Four roadblocks to excellence



What prevents you from doing your best?

1. Doing a bare minimum; doing only what is required

We need to be aiming for excellence in our learning. This means: not leaving things until the last minute; not wasting our time in class and during study sessions; not avoiding completing set tasks; We are all capable of setting up positive behaviours and good routines that will assist us to achieve our absolute best

2. Not understanding our true capacity and ability to achieve success

Your past is not a particularly good predictor of your future. Failure at something does not make you a loser. You learn by your mistakes. It enables you to move forward in a different direction. We all need to develop a growth mindset and believe that we can learn and grow and achieve

3. Making excuses

"It's not my fault... I'm dumb at maths". Excuses are not helpful, and they take away our power to control our own outcomes. When we constantly make excuses or blame ourselves or others, we limit

our ability to have success. We will get things wrong. It is what we learn from this and how we react that matters.

4. Distractions

There will always be distractions, and more interesting or exciting things that take your attention away. Study is hard and a challenge at times, but we need to stick with it to achieve our goals. Excellence and success are achieved over a long period of time, it takes commitment and effort but is worth it in the long run.

"A year from now you may wish you had started today."

— Karen Lamb

Section C: Top study tips



TIP 1: A good study space

You need a good study place to be prepared to study. You also need to have all the resources you need to support your study.



School Library

Remember that the school libraries are open after school Mon-Thurs if you don't have a quiet place to study at home.

Can you answer YES to the following?

Do I have a study space set up for me at home or do I know how to access the library at school?

You need to have a dedicated space that is available for you to use when you need it. If you are using a study place that you must share with others for any reason, work out a schedule so that you know when you can use it.

Is my study place free from interruptions?

It is important to have uninterrupted study time. You may have to hang a DO NOT DISTURB sign on the door. Make sure you let your family know when you are going to study.

Is my study place free from distractions?

Study in noisy or busy locations can be a huge distraction. Avoid being in the same room as the television, put your phone on do not disturb or leave it in another room and keep any music playing at a low volume.

Do I have everything I need to study effectively?

Be sure you have all of the items that you need - pens and pencils, paper, ruler, calculator, highlighters, sticky notes/tags, laptop and textbooks.

Does my study place have a good size table or desk?

While working on an assignment or studying for a test, use a desk or table that is large enough to hold everything you need. Allow enough room for writing and try to avoid clutter.

Is my study space organised?

You need enough room to store your study materials. Be sure you have enough storage space to allow you to keep your desktop or other work surface clear of unnecessary materials that can get in the way.

Does my study place have a good chair?

Select a chair in which you can sit for long periods while maintaining your attention. Too soft and you could get sleepy, too hard and you could be uncomfortable.

Does my study place have good light/lighting ?

The important thing is that you can clearly see what you need to see without any strain or discomfort. Buying a lamp with a bright globe can assist where there is limited natural light.

Does my study place have a comfortable temperature?

Avoid overheating your study place as this can lead to sleepiness. If you can have fresh air circulating, this can assist with concentration and is good for wellbeing.



Use your environment

Display revision sheets, mind maps and revision timetables on the walls of your room. The back of the toilet door, the outside of the glass shower wall are all good places for notes.



TIP 2: Making the most of class time

Before class

Make sure you have checked the lesson plan on COMPASS before you enter class. This will support you to ensure that you have all the resources you need - books, pens, calculator, ruler etc. To have to

leave the classroom because something is missing means that you will miss out on learning which will not be beneficial to your success.

You may have been set some study/homework relating to the upcoming lesson. If so, make sure that you have completed the work. This will stop you feeling lost in class and falling behind in your learning.

Active listening

The explicit teaching section and guided practice where your teacher provides information about the topic/skill and takes you through examples of how to master the skill or understand the content is important, so pay attention and avoid distractions! This will save you time in the long run because you won't have to go home and catch up on what you have missed in class.

Listen carefully in class to your teacher and be aware of where they tell you that information is *"really important to know"* or *"this will be on the ALT/test/assignment/exam"*. The things that your teacher highlights as important should be a key focus of your study.

Ask Questions

Use time that you are given to ask questions. If you are embarrassed asking in front of the class, write the question down and ask your teacher a bit later in class or even after class. Just remember that there are no silly questions, if you have a question about something, you can bet that some of your classmates were also wondering about the same thing.

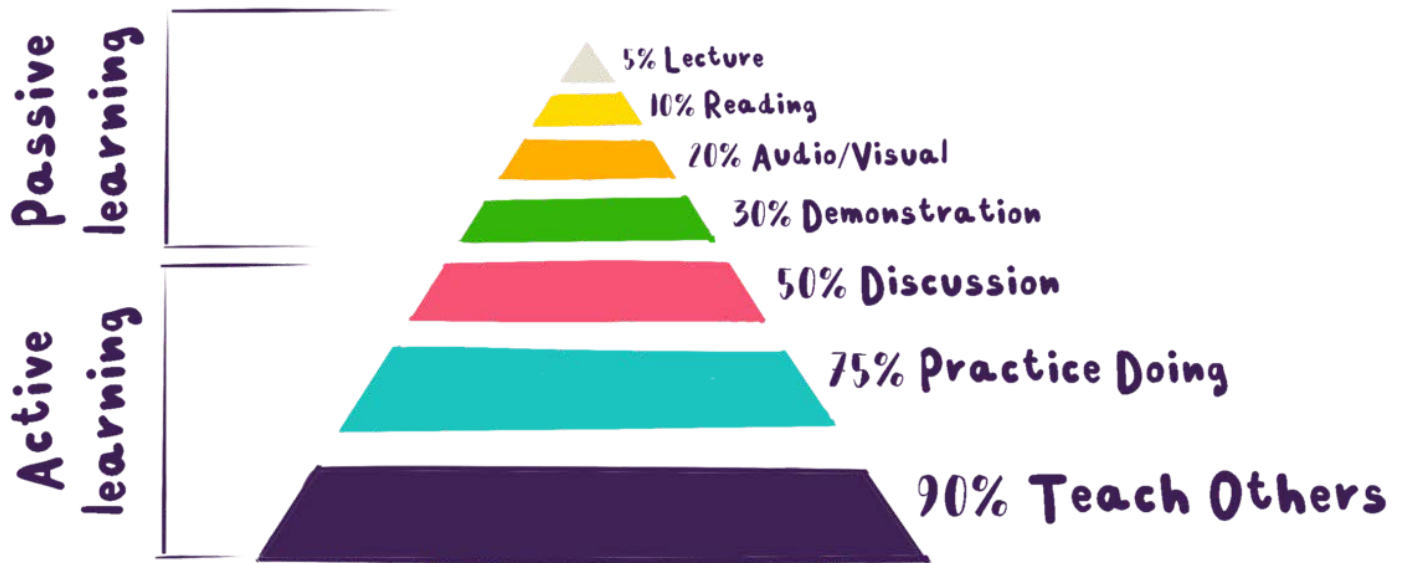
Making notes

If your teacher asks you to, it is important to make notes about the key ideas. Writing everything down is not helpful. What does help is listening to your teacher and writing down key ideas. You need to review your notes during study time at home.

Rewrite your notes (After Class) – VCE

Rewrite your notes to make them more complete. Make your notes make sense and be accurate by using textbook, Edrolo/Education Perfect and reference sources to obtain the information you need to answer your questions. Check with other students in your class or subject to be sure you did not leave out important information. Having good class notes will help you to be better prepared for tests.

Learning Pyramid



We learn 10% of what we read; 20% of what we hear; 30% of what we see; 50% of what we both see and hear; 70% of what is discussed with others; 80% of what we personally experience; and 95% of what we teach to others.

William Glasser



TIP 3: Planning

It is always hard to know where to start with study, particularly when you are new to studying. Study is not something that you can do automatically, it is a skill that you must learn but there are some good strategies to help you succeed as a study wiz.

Write it down

Make sure that you either write down homework/study in a diary or use and access COMPASS tasks. This should be done every lesson (in a diary) or before you commence study by looking and Compass Tasks.

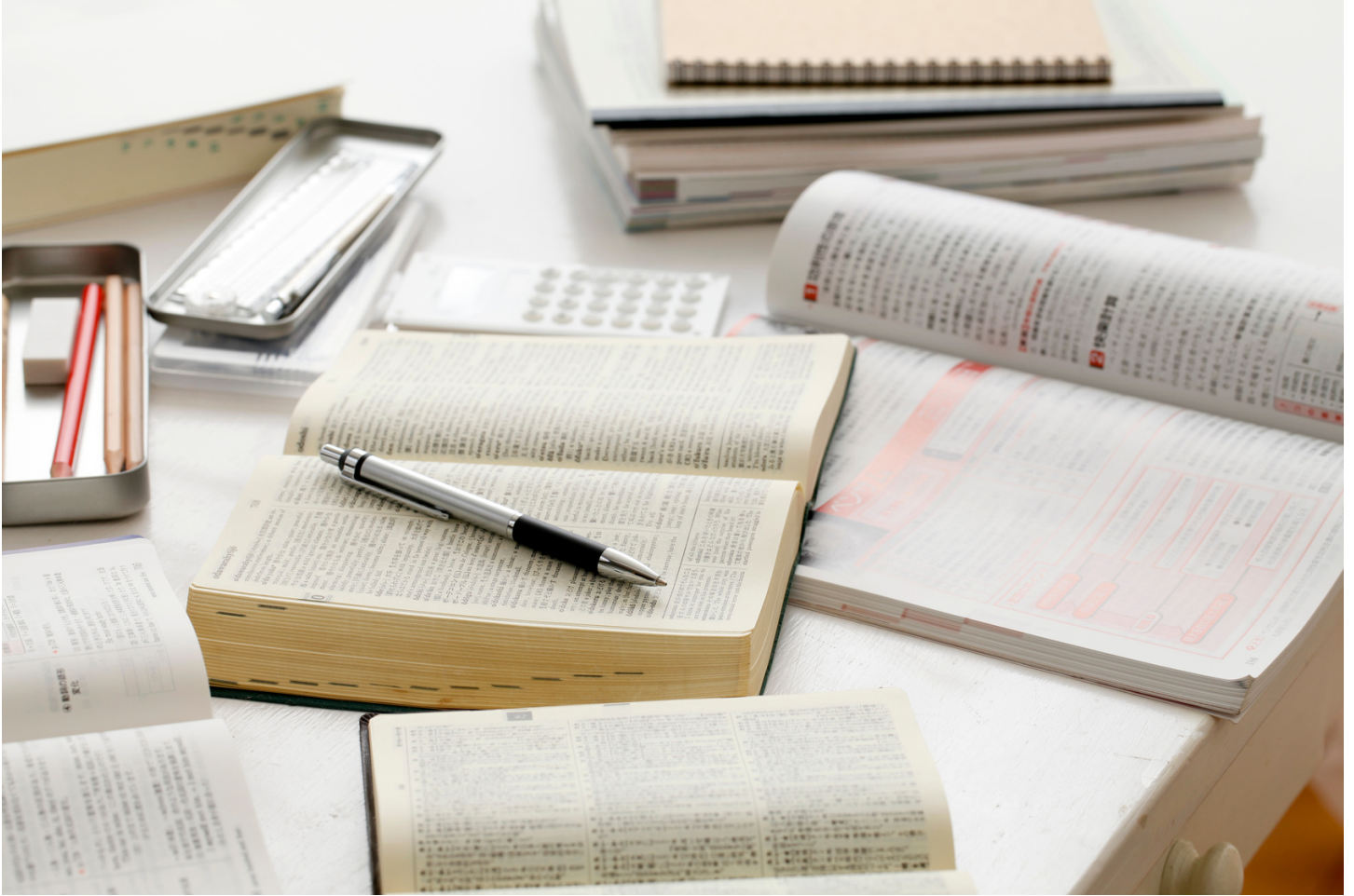
Make a list

Using your diary or COMPASS tasks, create a list of everything you need to do for homework/study. Add any study area you need to focus on. Look through the list and then prioritise tasks. See an example below of a technique that

The DO - DIARY - DELAY

This method is a good way to help you to prioritise which tasks to tackle first.

	Urgent	Not-Urgent
Important	<p>DO</p> <p>Important tasks you need to do now!</p> <ul style="list-style-type: none">• Completing an assignment that you have been working on that is due the next day• doing your last study session in the lead up to an SAC• Completing ongoing revision tasks• Completing homework due the next day• Reading the chapter of a text book for the lesson the next day	<p>DIARY</p> <p>Tasks that you can schedule to complete at a later date or time.</p> <ul style="list-style-type: none">• upcoming assignments• preparation for the next unit of work when 4 weeks out• homework that is due the following week <p>Note: Planning for sporting, families and friendship commitments is also a part of planning</p>
Not important	<p>Delay</p> <p>Things that you can ignore until after study is completed.</p> <p>Video games</p> <p>Social media</p> <p>Phone calls/texts to friend</p> <p>Watching a movie or streaming/television program</p>	



TIP 4: Study Rhythms

Once you are on top of your required tasks, you should consider adding additional study items to help you achieve excellence. Spacing study out over a period of time reduces the need to cram before assessments and also reflects an understanding of brain science and how the brain remembers things. You might like to talk to your individual subject teachers to get some ideas about how to plan for this.

On the next page are examples of what a weekly study rhythm looks like.

Year 12 VCE student

MONDAY	TUESDAY	WEDNESDAY	THURSDAY	FRIDAY	WEEKEND
General Maths	Literature	Psychology	Art - Making and Exhibiting	Business Management	Psych/Bus Man Art
Go over recent algebra paper and correct areas where errors were made & practice 2-3 questions	Re-read Oedipus Scene 3 and make Cornell notes on how key themes are explored	Enter notes from this week's classes in my study booklet	Complete 2 pages of my visual diary for my SAT	Complete SAC practise questions 1A, 1B and 3C	<p>Create flip cards for Psych SAC in 2 weeks</p> <p>Get mum to test me on Bus Man questions for Friday's SAC</p> <p>Complete 2 pages for VisCom SAT</p>

Year 12 VCE Voc. Major student

Monday	Tuesday	Wednesday	Thursday	Friday	Weekend
Numeracy	Literacy	VET	Work Related Skills Personal Development	Work Placement	Review Monday's lessons
Commence Numeracy project by taking and recording measurements	Re-read powerpoint from class and make definitions of key words	Complete any work not done in class in booklet	Watch video posted on COMPASS and make notes on worksheet		Lesson Plans - pre read lesson plans for Monday's classes and organise resources



TIP 5: Time Management

Using the weekly schedule can assist you to manage your study, homework, social engagements, sporting and family responsibilities (such as chores) effectively. In your plan should map out what you would consider to be the ideal week. Be sure to include: school; study; sport; relaxation; social activities; family activities, even chores. At year 7-9, you should set up your planner at the start of each term or at the most at the start of each semester

Your planner should include makeup time on weekends in case things come up during that week that take you away from your study. To help you map out your time we have included recommended study amounts for each year level. This looks scary, but when you look at the sample planners to follow, you can see that it is all manageable.

Amount of study expected if students want to achieve academic success.

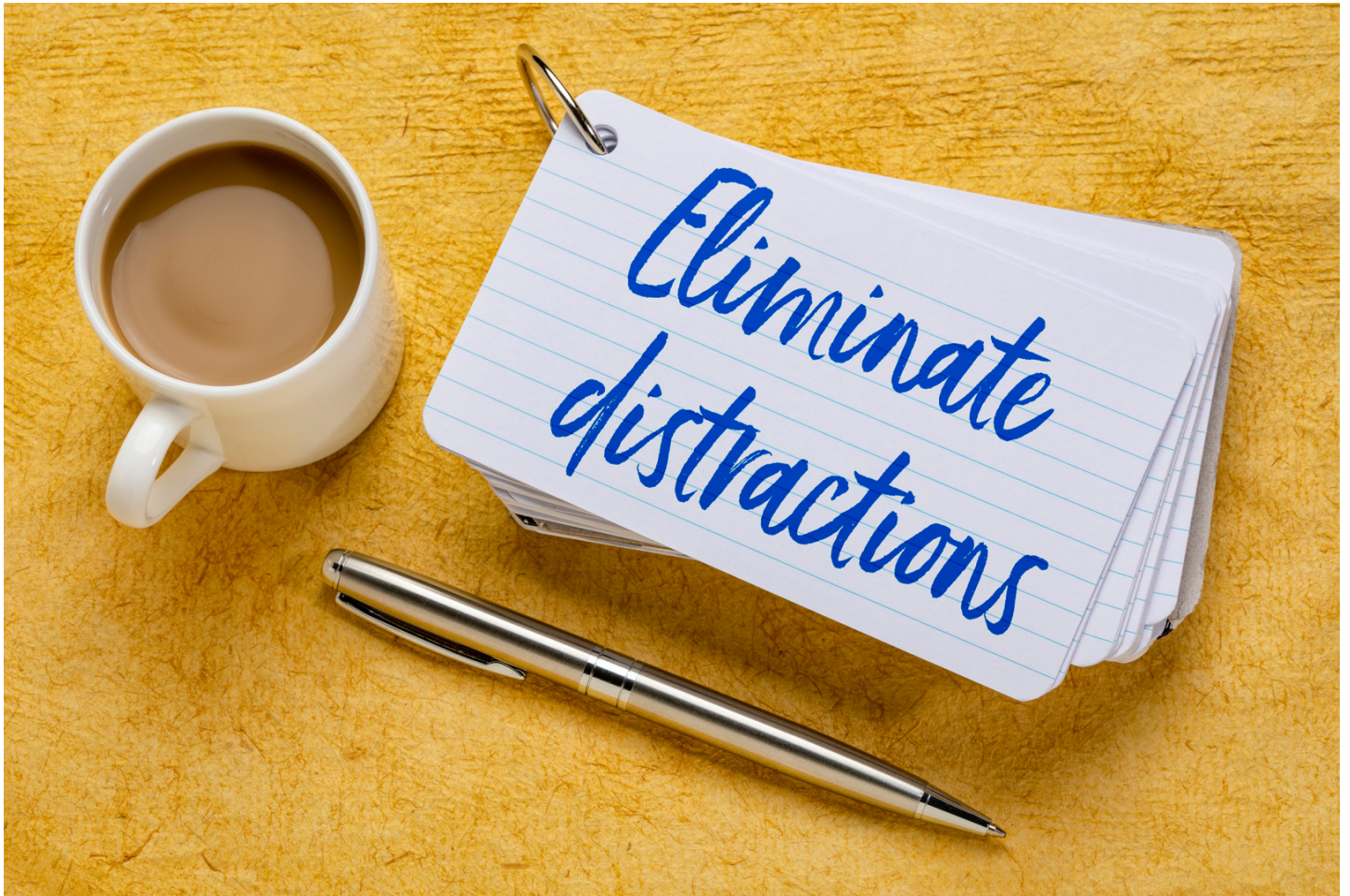
	Per week	Per Day
Year 7	2 - 4 hours	40min per night and up to 1 hour on weekends
Year 8	2 - 4 hours	40min per night and up to 1 hour on weekends
Year 9	4 - 8 hours	1-1.5 hours per night x 6 days
Year 10	6 - 8 hours	1-1.5 hours per night x 6 days (additional time required in the lead up to assessments)
Year 11 VCE	8 - 10 hours	1-2 hours x 6 days per week (additional time required in the lead up to assessments)
Year 12 VCE	10 - 12 hours	2 hours x 6 days per week (additional time required in the lead up to assessments)
Year 11 & 12 VCE Voc. Major	5-6 hours	1 hour per day x 5 days (including VET and work placement requirements)

Example of a VCE study schedule

	Monday	Tuesday	Wednesday	Thursday	Friday (Day off)	Saturday	Sunday
6am - 7am	Get ready	Get ready	Get ready	Get ready	Yoga	Sleep in	Sleep in
7am - 8am	Study	Study	Study	Study	Yoga	Sleep in	Sleep in
8am - 9am	Travel to school	Travel to school	Travel to school	Travel to school	Travel to school		Sleep in
9am - 10am	School	School	School	School	School	Basketball Game	Sleep in
10am - 11am	School	School	School	School	School	Basketball Game	Study
11am - 12pm	School	School	School	School	School	Basketball Game	Study
12pm - 1pm	School	School	School	School	School	Basketball Game	Study
1pm - 2pm	School	School	School	School	School	Lunch	Lunch
2pm - 3pm	Study Period @ school	School	School	School	School	Study	
3pm - 4pm	P7 - School	Travel home	Travel home	Study Group @school	Travel home	Study	
4pm - 5pm	Travel home	Study	Study	Study Group @school	Catch up with friends	Study	
5pm - 6pm		Study	Study	Travel home	Catch up with friends		Chores
6pm - 7pm	Dinner	Dinner	Dinner	Dinner	Catch up with friends	Dinner	Dinner
7pm-8pm	Study	Basketball training			Catch up with friends		Revise for SAC
8pm - 9pm	Study	Basketball training			Catch up with friends		
9pm - 10pm	Sleep	Sleep			Catch up with friends		

Example of a Vocational Major study schedule

	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday (Day off)	Sunday	
6am - 7am	Go for Run	Go for Run	Sleep in	Go for Run	Get ready	Sleep in	Sleep in	
7am - 8am	Get ready	Get ready	Get ready/travel	Get ready	Travel to work	Sleep in	Sleep in	
8am - 9am	Travel to school	Travel to school	Get ready/travel	Travel to school	WORK PLACEMENT COMMUNITY SERVICE or VET		Sleep in	
9am - 10am	School	School	VET for full day VET	School		Basketball Game	Sleep in	
10am - 11am	School	School		School		Basketball Game		
11am - 12pm	School	School		School		Basketball Game		
12pm - 1pm	School	School		School		Basketball Game	Study-complete learning activities set in class	
1pm - 2pm	School	School		VET for ½ day VET		School	Lunch	Lunch
2pm - 3pm	School	School				School		
3pm - 4pm	Travel home	Travel home				Travel home		
4pm - 5pm								
5pm - 6pm		Study-complete learning activities set in class		Travel home		Travel home	Travel home	
6pm - 7pm	Dinner	Dinner		Dinner	Dinner	Catch up with friends	Dinner	Dinner
7pm - 8pm	Study-complete learning activities set in class	Basketball training	Part time job	Study-complete learning activities set in class	Catch up with friends		Study-complete learning activities set in class	
8pm - 9pm		Basketball training	Part time job	Prepare for work placement	Catch up with friends			
9pm - 10pm			Part time job		Catch up with friends			



TIP 6: GETTING INTO STUDY – AVOIDING DISTRACTIONS

We live in a busy world where we are constantly connected. Our fear of missing out (FOMO) sometimes distracts us from the important tasks that we need to do. Common distractions when trying to study include:

1. **Hunger** - make sure that before you commence study, you have had a healthy snack and filled up your water bottle to keep you hydrated during your study period.
2. **TV/Streaming services** - make sure that you study away from the TV and any other forms of devices with streaming services that may entice you into watching something and procrastinating instead of completing your planned study
3. **Social Media/Smart Phones** - Limit or bar yourself from unnecessary technology use during study times
 - Leave your smartphone etc. in another room, or with a parent while studying.
 - Put your phone on sleep mode
 - Avoid checking your phone during study breaks - save this until the end and reward yourself

4. **Working with friends who distract you** - make sure that your study group or study buddy is someone who shares your goals rather than someone who wastes time and gets you off tasks

5. **Avoid using inappropriate music during study** - Research shows that some music (which beats up to 140 beats per minute) lowers your brain's ability to retain information. If you like to work to music develop a play list that is set to a rhythm of 60 beats per minute



Don't study in front of the TV, it doesn't work!



TIP 7: GETTING INTO STUDY - Overcoming Procrastination

Procrastination is a normal human reaction to hard or unpleasant challenges. For as long as humans have been around, we have been struggling with delaying, avoiding, and procrastinating with things that matter or are unpleasant or hard. Procrastination is the act of delaying or postponing a task or set of tasks. Procrastination is the force that prevents you from following through on what you need to do to achieve success.

Why do we procrastinate?

The human brain to value immediate rewards more highly than future rewards. When we have to undertake a task or tasks that don't immediately lead to reward such as studying to achieve a good result on a test that is taking place a week away our brain struggles because the reward for the effort is in the future. This is particularly difficult when we are undertaking an unpleasant or hard task for which the reward is not immediate.

Other reasons for procrastination include:

1. Perfectionism
2. Fear of Failure
3. Confusion about a task
4. Task Difficulty
5. Poor Motivation
6. Difficulty Concentrating
7. Lack of Priorities
8. Poor skills

Take the procrastination test! | Designed by GerardoAlegriaM |

	Always	Most of the time	Sometimes	Never
If your English teacher gives you homework for the due in a week do you start it the same day or the day before it is due?	3	2	1	0
Do you watch TV, Netflix, Youtube, Tiktok etc. before you begin studying?	3	2	1	0
Do you use social media (Facebook, X, Snapchat, Whatsapp, Vine, instagram, YouTube) before you do your homework?	3	2	1	0
Do you realise that you are doing something unhelpful and tell yourself that you are going to change to better starting on Monday, but you don't do anything and you keep saying "starting next Monday"?	3	2	1	0
Do you take a nap of 1 hour at least before you do the homework/study?	3	2	1	0
Do you undertake some gaming before you study?	3	2	1	0
Do you often find yourself on the couch looking at random Youtube clips or posts that you are not even interested in - like cats pulling silly faces?	3	2	1	0
Are you in bed at 10pm or before?	3	2	1	0
Do you have time for other activities (sport, music, dance, socialising) because you finish all the homework /study that you need to do?	3	2	1	0
Once that you get home, the first thing that you do is check your diary or COMPASS tasks?	3	2	1	0

What can you do to avoid procrastination?

1. **Work for reward** - reward yourself with something you enjoy when you complete a block of study.
2. **Break your work into manageable chunks** (40mins to a maximum of 1 hour) or find the perfect study style for yourself - it might suit you better to work in longer chunks of time.
3. **Make a schedule** and stick to it.
4. **Work on the difficult** and/or least preferred tasks first.
5. Commit yourself to **completing a task once started**
6. Work on a task you find easier after you complete a difficult task.
7. Work on tasks at the times you work best.
8. Get help from teachers and other students when you find a task difficult.
9. Eliminate distractions that interfere with working on tasks
10. Make sure that you are working in a quiet study space



Study Group

Work on tasks as part of a study group – use the school library or other spaces to work with a group of peers and support each other to complete study.

Some strategies for overcoming Procrastination

Sometimes study appears overwhelming or unachievable. Procrastination is a normal reaction to facing what appears to be unachievable. Below are some simple and effective strategies for facing down procrastination and beating it.

Technique 1: Work for reward method

Develop a 'work for reward' attitude. If you plan out your study and reward yourself for completing each 2-3hr study session you will be more successful. Rewards should be things you love to do that are your hobbies and personal interests.

Technique 2: Eat the Elephant

Study Motivation: Techniques to get started

*Eat the elephant: **break down large tasks** into small chunks*

1. Pick your topic or task
2. Break it down into sections
3. Break down each section into manageable bites

What has to happen? and so on...

I need to revise for Biology → *My Biology course has four sections* → *Each section has five topics* → **Bite-sized chunk:** *Revising one topic will take an hour*

ExamStudyExpert.com/ study-motivation

EXAM STUDY EXPERT

Source: <https://examstudyexpert.com/study-motivation/>

Technique 3: Pomodoro technique

HOW TO MAXIMIZE YOUR TIME WITH
POMODORO TECHNIQUE

- SET OUT TASK TO DO
- WORK FOR 25 MINUTES OR 1 POMODORO
- RECORD YOUR PROGRESS
- TAKE A SHORT BREAK
- BACK TO WORK
- LONG BREAK AFTER 3 POMODORO

Source: <https://pacificvocationalcollege.ca/the-pomodoro-method-a-time-management-tool/>

TIP 8: Use top study techniques

"The only difference between success and failure is the ability to take action." –
Alexandre Graham Bell

The greater the variety of study methods you use, the more that the brain reinforces what you are learning, and the stronger the neural pathways become. Different strategies will suit different topics and subjects better than others, so a combination of these different strategies work best. The most successful students tend to use multiple study techniques. They work out which ones work best for them and combine different techniques all together. Different techniques suit certain subjects.

Tips for visually reinforcing learning include:

- Visually represent the information and the relationship between ideas.
- Try to visualise verbal instructions or things that are being read to you.
- Write down key words, ideas or instructions for better retention.
- Use flashcards to reinforce lessons, concepts and new words.
- Draw pictures to help explain new concepts and then explain the pictures.
- Turn your diagrams into posters and put them up on the wall of your room.
- Colour code to group similar ideas together and underscore important concepts.
- Use mind (also called concept) maps as a tool for revision.
- Use charts and graphics.
- Draw diagrams to show relationships.
- Use colour to highlight important information.
- Write summary notes for different topics on different coloured paper.

Tips for aurally reinforcing learning include:

- Study in groups so that you can talk out loud and explain your ideas to other individuals.
- Recite information out loud to remember it. Get someone to check your accuracy.

- Participate in question and answer sessions in class; ask lots of questions.
- Use flashcards and read them out loud to reinforce lessons, concepts and new words.
- Record your notes or spelling and then listen to the recording (e.g. on the way to school).
- Engage in conversational discussion to learn new material.
- Check out and watch you-tube clips on the topics you are studying.

Tips for kinaesthetically reinforcing learning include:

- Study in groups and incorporate activities that involve building, drawing or acting out.
- Reinforce new material learned by teaching it to your friends or family.
- Chew gum, walk around, or rock in a chair while reading or studying.
- Use flashcards and arrange them in groups to help demonstrate relationships.
- Take frequent breaks by getting up and stretching and walking around to help get your circulation flowing.
- Role play.

Tips for textually reinforcing learning include:

- Interact with the text, and summarise topics into key words or phrases.
- Write an executive summary (i.e. a summary of your notes).
- Re-write the definitions of the main terms in each topic to give you additional opportunities to write down the precise definitions (and make sure you understand them).
- Test yourself by finding quizzes on the internet and make up your own.
- Annotate handouts with your own notes and questions.
- Write lists (e.g. the five causes of ...; the seven results of ... and so on).
- Use mnemonics as a memory tool.
- Use look, cover, write, check to learn material.
- Practice doing exam questions, using a timer.

- Learn some great quotes of by heart that you could use in a variety of your answers.

TIP 9: Pro-active study

Reading your text book or re-reading your notes as the only form of study is not particularly effective for learning. If we remember brain science then we know that we need to encourage our brain to form connections. “You learn when your brain is active”. Your brain is even active when you reflect on your learning and practise things that you have learnt. Different techniques apply better to different subjects, but the key is regular practise and regular building of brain connections.

1. Practise examples



In all subjects, it is useful to try extra examples of problems. If your teacher gives you some practise questions or problems, it is good to have a go at these. You can also look for other questions to practice from your text book. At a VCE level using past exam questions or additional questions from your teacher can be really advantageous. Practising multiple questions allows you to become familiar with the different types of problems and the different ways that questions can be asked, so that you have less chance of getting them wrong.

2. Make definition and formula cards

In most subjects, there are formal definitions to remember and some subjects also include an array of formulae. It can be useful to put the terms on one side of a card and its definition on the other. This can also be applied to learning vocabulary in Japanese. The act of making the cards helps you to learn the information, and use the cards later to test yourself. This further improves your knowledge,

3. Summarise topics

When you get to the end of a major topic in a subject, an important task is to make a summary of the whole topic.

and you CAN add the word of the picture below/in it.

Step 2.

Add information to the map. This is done by simply drawing a little line (a branch) from the centre, pulling it outward and writing key words or images on the line. Make sure the line is under the entire word/image.

Step 3.

You should use as many images as possible to stimulate your entire brain. Images stimulate) the left side of the brain.

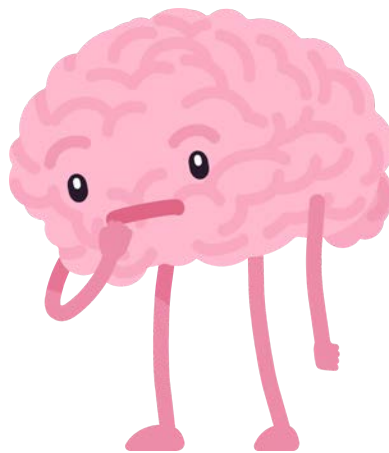


Add some colour

Mr. Buzan advises that the centre of the map should be big, inviting and consist of at least 3 to 5 colours. It must be something you want to have a look at. That way it is easier to look back at your notes and your brain will remember it much easier.

Source: [How To Mind Map With Tony Buzan \(Using 3 Simple Rules\)](#) | [Mind Maps Unleashed](#)

5. Memorisation Techniques



Often you must remember chunks of information, key words or concepts. The first starting point of memorising is to fully understand the topic, skill or idea that you are trying to remember. Below are some techniques for assisting with memorisation.

6.Acronyms and Mnemonics



Some people find it easier to remember a word made up of the letters which start the key points or words that they are trying to remember. These letters jog your memory and can be effective.

Acronyms can also be in sentence form. Look at the following sentence for remembering the planets in the solar system

"My Very Easy Method Just Speeds Up Naming Planets"

The first letters correspond to the first letters of the planets: Mercury, Venus, Earth, Mars, Jupiter, Saturn, Uranus, Neptune, Pluto.

7.Chaining technique



The chaining method (sometimes called the linking method) is an efficient memory technique for remembering a list of items. It works by creating mental images that involve the things that you want

to memorise and link these images like a chain. This memorising technique can take a storytelling approach. Turn all the information you need to remember into a story.

8. Practise aloud technique



Saying things out loud is one of the most effective memory techniques for studying. You are not only testing what you know and identifying areas for further learning you are also allowing your brain to build long-lasting connections. By reciting the information with your friends or parents you can also get feedback about whether what you've learned is right and get a mental note of the areas you missed

9. Feynman Technique



This technique involves explaining a complex or hard to remember concept to a child. The idea is that you must rework the idea to make it simple and understandable and by doing so you remember the information better.

1. Choose a and study a topic
2. Explain that topic to a 5-year-old child or pretend that you are
3. Check for any gaps in your explanation/understanding
4. Return to the topic to study further and 'plug those gaps'

Source: <https://www.artofimprovement.co.uk/how-to-learn-faster-the-feynman-technique/>

10. Flash Cards



Flash cards can help you remember information such as the meanings of vocabulary words, mathematical formulas, history facts, and spelling. Effective use of flash cards over a period of time can lead to good levels of remembering information. This is 'spaced' learning and is really useful in overcoming the curve of forgetting information.

Make flash cards as you learn and study

Flash cards are great for learning key terminology and rote learning of very succinct/simple ideas. They should not be used for learning complex ideas and skills.

Carry a stack of lined filing cards with you (3" x 5" size works well). Whenever you become aware of important information that you need to remember, write the information on a card. Organize your cards into decks, one for each subject or topic. In VCE you can create decks around areas of study from the study VCAA design (see example further down)

Use both sides of a cards for testing yourself

When learning a new vocabulary word, write the word to be learned on the front of the card and a very short word definition on the back of the card. This can be useful when learning new words or characters French or Chinese. For remembering factual information, you might write 'Nova Peres' on

the front and 'first Indigenous Australian to win a gold medal (hockey) Olympics' on the back. Flip the cards over from time to time. This strengthens recall. www.kitzkikz.com/FlashCard

Use flashcards in several different colours

Use different colour cards for different areas of study. For example, in English, you could use different cards for character, setting and themes when studying a novel. In VCE coloured cards can be tailored to indicate the different areas of the VCAA study design. For example in legal studies:

Yellow cards for Unit 3/Area of Study 1 - The Victorian criminal justice system

Green cards for Unit 3/Area of Study 2 - The Victorian civil justice system

White cards for Unit4/ Area of Study 1 - The people and the Australian Constitution

Blue cards for Unit4/Area of Study 2 - The people, the parliament and the courts



Just remember - Flashcards are ...

1. *Good for remembering facts*
2. *Good for spaced learning - must be looked at repeatedly over intervals of time*
3. *Should only contain very short amounts of information*

Source [What you need to know... about The Curve of Forgetting | by How Do I? | Medium](#)

References

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<https://www.artofimprovement.co.uk/how-to-learn-faster-the-feynman-technique/>

<https://pacificvocationalcollege.ca/the-pomodoro-method-a-time-management-tool/>

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“Amateurs sit and wait for inspiration, the rest of us just get up and go to work” –
Stephen King
