

Homework and Study Skills

To become a successful student, you need:

1. A positive attitude
2. A commitment and interest in learning
3. Pride in the best work you can do
4. A willingness to go beyond your comfort level

You need a good place to do your homework.

- Choose somewhere in your house that is quiet.
(For example, you may choose to work in your bedroom.)
- You need to have good lighting, so you can see properly what you are doing.
- You need a table or desk that is big enough to hold your work materials.
- You need a proper chair so you can sit comfortably.

You need the proper supplies to complete your assignments.

- Make sure you have the supplies you need. They could include:
(Pencils, pens, paper, highlighter, eraser, ruler, calculator, notebooks.
Individual vocabulary notebook, planners, folders, etc.)
- If you are going to use a computer, make sure it is working properly, and that you know how to access / save your work.
- Have two file folders, labeled "work in progress" and "completed work."

You need to organize your time.

- Set aside a special time each day for your work. Try to make it earlier in the evening, or in the afternoon before supper.
- On the weekend, choose times when you are most alert.
- Set yourself a goal to finish within a certain time limit
- Then, set a beginning and end time.
- Lastly, do not leave assignments until the night before they are due, because you are unlikely to have access to the supports you need to complete the assignment. Plan ahead!

Now that you have a time and a place, you need to organize yourself.

- Gather everything that you will need to complete your tasks. (Remember to include your homework notebook, or the assignment sheet given to you by the teacher.)
- Divide big assignments into smaller, more workable tasks.
- Set a time for each task. You can use a clock if you wish.

- Check your calendar for due dates of assignments, and fill in any new deadlines.
- Check your homework notebook for work to be completed for the following day.
- Divide your time into: review, reading and writing time, on-going project or research time.
- You may want to work from a list and check it off as you complete each task. This serves to give you a sense of accomplishment.
- Remember you owe it to yourself to always do your best work. Have pride in what you do. It will make you feel more successful.

What do you do if you need help?

- Decide what questions you need to ask.
- This is very effective because people then know how they can help.
- If you are well organized, you have time to ask your teacher.
- If you are at home, you could ask one of your parents.
- You could ask a bigger brother or sister, if you have one.
- You could call a friend.

Preparing for exams and tests:

- Make sure you have all your notes in order and that important information is highlighted.
- Make a list of things you need to know for the test.
- Some people study best with a partner. To review information orally, take turns quizzing each other.
- Organize your study time to prepare well. Do not cram the night before.

Taking a test:

- It is important to relax. Breathe deeply several times before you even look at the paper.
- Read over the entire test.
- Calculate how much time you will spend on each question.
- Put checks by the easier questions and do those first. This will give you a sense of accomplishment and of confidence.
- Always make sure you do each question. This is one reason why time management is very important.
- If you get stuck, skip that question, and leave it until the end.
- Do not be afraid to ask the teacher if you need to have things explained further.
- Have an extra pen / pencil with you.