



Arizona State
PIRC

PARENT INFORMATION
RESOURCE CENTER

A program of the Chandler Education Foundation

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Study Skills List

Mastering study skills will enable students to succeed at any grade level and in any subject. Remember, skills develop through practice.

Preparing to Study

- Keep track of assignments
- Plan your time
- Create a study space
- Gather your tools
- Know your study style

Reading with a purpose

- Know your purpose for reading
- Fit your approach to the purpose
- Fit your reading speed to the purpose
- Monitor your understanding as you read
- Recognizing author's bias
- Judging author's credentials
- Judging relevance of material to your assignment
- Recognizing the use of propaganda techniques

Using Your Textbooks and Other Resources

- Using the parts of your book:
 - Table of contents; Introduction; Headings and subheadings; Chapter summary; Chapter/unit review questions; Chapter/unit vocabulary lists; Glossary; Appendices; Index
 - Determining organizational patterns in your texts: Chronological order; Thematic; Simple/complex; Cause/Effect; Comparison/contrast
 - Understanding tables, graphs, and charts
 - Using a map, diagram, timeline
- Becometestwise
- Pace yourself during a test
- Knowing you know

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Learning New Vocabulary

- Using context
- Using the glossary, standard and special dictionaries
- Note special or new meanings for familiar words
- Recognize author's techniques to highlight key words
- Use roots and affixes
- Use signs and symbols

Gathering and Organizing Information

- Underline key ideas
- Take notes from text
- Outline text
- Summarize text, categorizing information
- Organizing your information
- Make a table, chart, timeline, or graph
- **USE** Listening skills
- Take notes from lectures, audio/video presentations
- Using the library: card catalogs; on-line catalogs; library classification systems
- Use non-print media and reference technology fiche viewers, microfilm readers, computers, projectors, VCRs, etc.
- Identify your sources (quoting, writing footnotes, listing bibliographic information)

Learning from Texts and Other Resources

- Using SQ3R
- Use a study guide
- Create a story map
- Use mnemonic devices

Preparing Written Assignments

- Develop an outline
- Answering the questions asked
- Write a first draft
- Use tables, charts, graphs, timelines, and other visual displays to support your narrative
- Edit/proofread your work

Preparing for and Taking Tests

- Review your text and notes
- Make up test questions
- Know key test words
- Become test-wise
- Pace yourself during a test
- Knowing you know