**Tips for College Success**
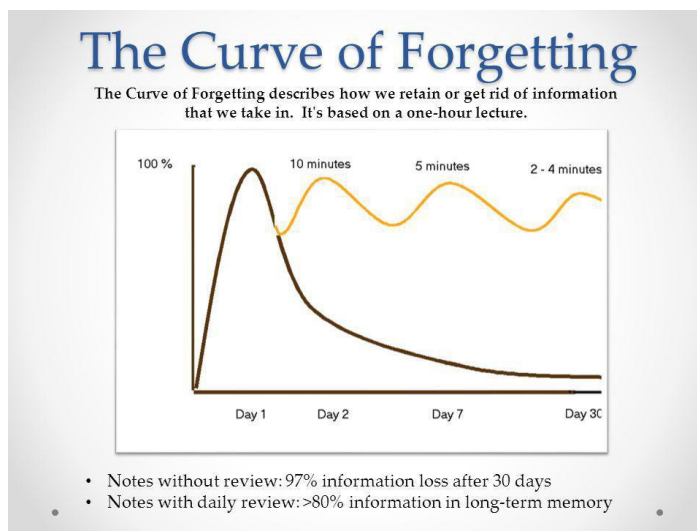
- **Read the class syllabus carefully.**  The syllabus provides information about your class such as your instructor's office hours, class grading scale, course objectives, schedule of assignments, and other important resources.
- **Attend class regularly.**   This should go without saying, but many students get into the bad habit of skipping class.  They think they will get notes from a friend or ask the instructor if they can make up what they missed.  The problem with that is your friend's notes might not include everything the instructor went over in class, and your instructor may not allow you to make up work.
- **Be involved in class.**  Ask questions and respond to your instructor's questions.  Don't assume that it is just good enough to come to class and listen.  To really learn you must be attentive and engaged.
- **Take good notes.** You want your notes to be concise and easy to read when you sit down to review them. You don't want a bunch of scribbling with no organization as that is going to be difficult and time costly to study.  I strongly recommend the **Cornell Note Taking Method**.  Come by the LRC for a free template and an explanation of how to use this method.
- **Review your notes as soon as possible after class.**  Studies have shown that students will forget 50-80% of what they've learned in a class by the second day. By day 30, if they haven't thought about, revisited, or used the information they learned on day 1, they will only remember 2-3%!  That's a loss of 97-98% of the information.  You can increase your retention of the information dramatically by reviewing your notes immediately and often.

## The Curve of Forgetting

The Curve of Forgetting describes how we retain or get rid of information that we take in.  It's based on a one-hour lecture.

100 %    10 minutes    5 minutes    2 - 4 minutes

Day 1    Day 2    Day 7    Day 30

- Notes without review: 97% information loss after 30 days
- Notes with daily review: >80% information in long-term memory

- **Use your time wisely**.  We each have only 24 hours in a day.  That is 168 hours a week.  That sounds like a lot, but you might be surprised to discover how much time you waste each day socializing, playing video games, watching YouTube videos, texting your friends, etc.  Using a time management plan will help you see where you are wasting time and how to better allocate your time.  I will give you a **Time Management Template** and explain how to use it if you stop by the LRC and ask me for it.
- **Use a student planner or calendar**.  Jotting down assignment due dates in a student planner or on a calendar will help you remember when assignments are due and help you plan your study time. Look at it often so you don't forget something important.

- **Mr. Gordon (LRC Coordinator)**