

Conclusion

Effective study skills results in preparedness in all the academic work. It leads to success and happiness.

Remember to take short breaks between study time, that helps relax body and mind.

STUDY SKILLS

For further information, contact:

Careers and Counseling Centre

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**On-Line counseling available at;
<http://www.ub.bw/cc> online**

Consultation Hours:

8.30 - 1300 and 1400 to 1600

Clients may be assisted after hours on request.

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ABOUT YOU**

STUDY SKILLS

Study skills are the key to success in the academic world. They are useful tools/techniques to help the learners appreciate the goal towards achieving their dreams.

- **The importance of good study skills:**

Make learning more efficient and rewarding.

Equip one with learning skills that last a life time.

Make reading/learning more enjoyable and stress free.

Mould one into a confident and competent learner.

- **Strategies for successful study**

The following strategies may help improve the way to study ;

- **Listening**

Is an essential skill for good note taking

- **Note taking**

Develop short hand writing skill/ use acronyms

Identify main points

Carry out own research

- **Pre-reading**

Try to prepare for each lecture by pre-reading the material in text/note book

- **Attend all classes**

This has benefits such as;

Offering learners an opportunity to ask questions about difficult materials

Giving students an opportunity to express opinion, understand, and to test ideas

Getting more insight into the discussed issue/topic

- **Time Management**

Plan your schedule in advance

Do the most difficult work during hours when you feel best

- **Concentration**

Have adequate sleep and eat nutritious food

Develop a regular exercise routine

- **A study timetable**

Develop a study timetable which shows a list of all subjects/tests/assignments/projects.

Assign time according to the context

Stick to the timetable as much as possible.

- **Choose a conducive study place**

Avoid a study area with distractions.

Choose a spot, which is well lit and well ventilated.

- **Tips for improving your memorization**

Try acronyms

Example: the acronym CON can help you remember the three major fossil fuels (Coal, Oil, Natural gas)

Invent acrostics, that is;

Develop sentences that will help you remember information . Example “Peter ate ink” can help you recall the names of the three largest oceans (Pacific, Atlantic and Indian)

Use flash cards

Use a separate card for each word you want to memorize. Write the word on the card and its definition on the back.

- **Benefits of good study skills**

Mastery of subject/topic/issue

Ability to plan well in advance.

Allows academic success.

Getting insight about the subject