SUMMARY

How to Derive the Maximum Benefit from Studying for Your Next Mathematics Class

Try to answer the question on the left before you look at the answer on the right.

1. When should I read my notes?	Read my notes for each class on the day I wrote them.
2. How and where , should I expand my notes?	While reading, expand my notes by using the left margin or the backs of pages to add examples or questions depending on the nature of the notes: for example, a definition, an example, a derivation, a theorem, a procedure, and so on.
3. How should I read my textbook?	Place a question mark next to confusing material, and then find examples to study. When the examples are clear to me, reread the material to try to answer my question.
4. What other reading materials can I use in the course?	Use additional textbooks, study guides, and review books as resources to help me in the course.
5. How can I benefit from talking to other students about the course?	Get the class notes and homework assignment if I miss a class. Check my solutions to homework problems with them. Encourage other students to ask me questions about the course material.
6. When should I do my homework?	Do not let my homework go. Do it as soon as possible after the class, and definitely before the next class.
7. When should I check my homework?	Check my homework before the next class.
8. How can I reinforce my knowledge of previously covered concepts during homework sessions?	Review concepts from previous classes by reworking homework problems or working out new problems from those previous sections in my textbook.
9. What do I do if I have a question from the homework problems or previous class?	Do not allow the question to go unanswered. Get help fast.
10. What do I do if I don't naturally have a question?	Create questions about notes and homework to ask myself and then answer.
11. What should I do with the few minutes just before class?	If possible, use the few minutes before class to review homework, class notes, or relevant textbook material.
12. How can I accomplish more work in less time?	List all my responsibilities for each day before I start.
13. How can I break up my study sessions to maximize my learning?	Study in thirty-minute segments with breaks that last between five and ten minutes.

From Mastering Mathematics by Smith

How to Aim for Perfection in Your Test Preparation

Try to answer the question on the left before you look at the answer on the right.

1. What is the number one goal of test preparation?	Always aim for 100%.
2. How do I begin my study process?	Construct a list of *all* possible topics that may appear on the test.
3. What should I never say about a potential topic?	Never omit a potential topic from my list with the comment: "It probably won't be on the test."
4. How can I eliminate the chance of having a mental block?	Eliminate the chance of having a mental block by thoroughly covering all the possible topics.
5. When I make excuses for not doing well, what does that say about my test preparation?	It says that my problem is that I didn't study enough to do well.
6. When should I begin my test preparation?	Begin preparation at least a week before the test.

From Mastering Mathematics by Smith

How to Take a Mathematics Test

1. When should I arrive for a test?	Arrive early to the classroom.
2. What should I do as soon as I receive the test?	Read the directions carefully. Look through the test quickly to estimate how much time to allot each question.
3. Which questions should I answer first?	Answer the easiest questions first.
4. What should I do if I am unsure whether to change my first answer to a question?	Rethink the answer. Don't automatically think the first answer is correct.
5. What should I do if I don't know how to begin working on a problem?	Use specific problem-solving strategies.
6. What should I do if I finish the test early?	Check my answers. Do not rush to leave the room.
7. How can I use my graded test when I get it back?	Use it to help identify ways to improve my study habits for the next test.