

22 ESSENTIAL STUDY SKILLS

BEFORE LESSON

PREVIEW
• SKIM
• 3-5 min
• prepare for lesson/reading

OPTIMISED READING
• 30 min
• chunking
• timebox
• focused & diffused thinking
• draft notes

OR-CONCEPT TESTING
• 30 min
• concept testing
• selective practice
• assess level of understanding

PAVOR READING
• 15-30 min
• build on prior knowledge

LISTENING
• posture
• eye contact
• attention/focus
• summary

DURING LESSON

NOTE-TAKING
• use draft notes
• add information

NOTE-CRAFTING
• improve layout
• adds structure
• organise thoughts

DAILY REVIEW
• REFLECTION
• 15 min
• connection
• summary

WEEKLY REVIEW
• identify gaps in understanding
• identify topics for attention

STEPPING
• 30-45 min
• modified OR
• brain wave

AFTER LESSON

RECALL MAPPING
• 15-60 min
• retrieval practice
• strategic studying

NOTE-CRAFTING
• improve layout
• adds structure
• organise thoughts

OPTIMISING HOMEWORK/PRACTICE
• warm-up
• build on lesson
• review learning

TEST

BEFORE

GTR CIRCUIT
• 45-60 min
• rehearse for test/exam
• identify gaps

RECALL MAPPING
• 15-60 min
• retrieval practice
• strategic studying

TOPIC INVENTORY CHECKLIST
• self-evaluation
• monitor progress
• identify topics for improvement
• structured progress

DURING

30/1 RULE
• incremental progress
• growth mindset

REVIEW OF WORK

• self-awareness
• self-evaluation
• selective studying

AFTER

STUDY SKILLS INVENTORY
• self-awareness
• self-management

LEARNING & RECALL
• self-awareness
• growth mindset

ACES OF STUDYING
• place
• space
• pace

SUPPORT KNOWLEDGE

WEEKLY SCHEDULE

• timeliness
• organised life
• pace

72-HOUR WINDOW

• manage exam stress and anxiety

98-DAY PLAN
• strategic studying
• mode of study

Essential Study Skills

Tom Burns, Sandra Sinfield



Essential Study Skills:

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Developing Essential Study Skills Elaine Payne, Lesley Whittaker, 2000 This guide to study skills is essential reading for students going to university for the first time Whether it is read before or alongside a study skills module Developing Essential Study Skills will enable students to gain the necessary skills and confidence to really make the most of time at university The aim is to equip students with the key skills to enable success in the highly competitive era of mass higher education and to cope with the increasing trend toward independent study and lifelong learning It has been designed to help develop the skills necessary for working life as we move

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