

# Study Skills – Part 2

## Productive Routines for Learning

BIOL 1050H

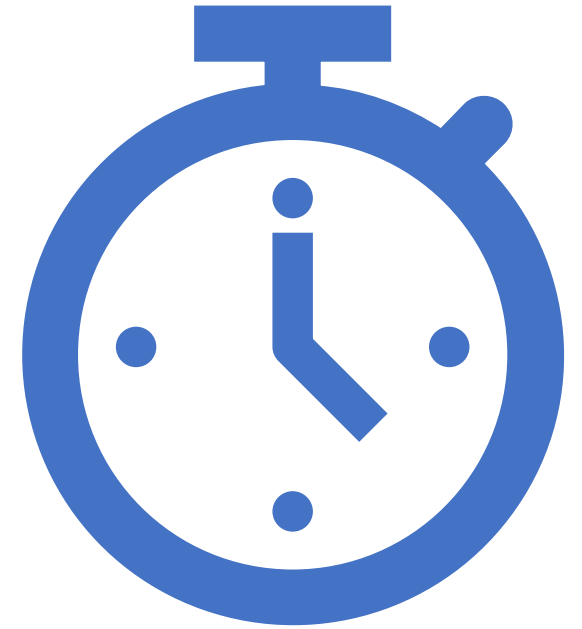
Academic Skills – September 2024



# How do we measure time?

## A short experiment:

- If you feel comfortable, close your eyes
- We'll start a timer to countdown 1 minute
- Put your hand up when you think it has been 1 minute
- You can open your eyes when you put your hand up

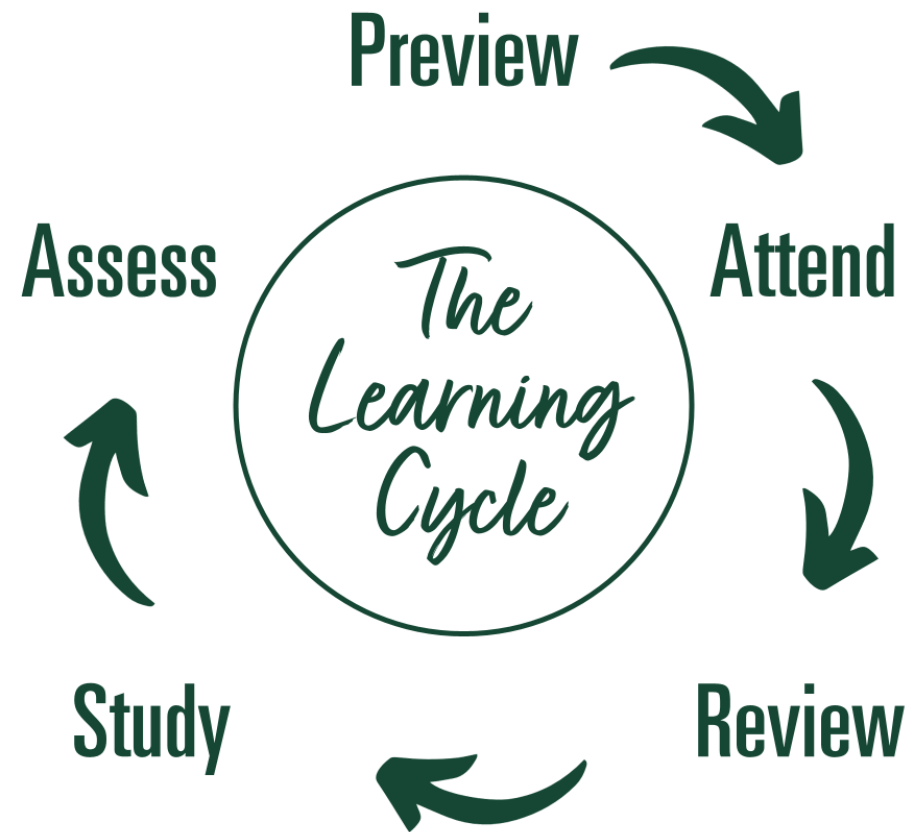


Every individual has a different  
relationship and perception of  
time...and that's okay!

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# The Learning Cycle



## Study

Repetition is key!

Schedule short 30-60 minute active study sessions:

- create practice questions
- make a study chart or mind map
- use the spew method
- teach it or explain it to someone

Explore our How to Study Guide  
for more info!



# Plan: Class prep and review

Task	Estimated Time	Day
Read week textbook sections – lecture	1-2 hrs	Friday/Saturday
Read lab textbook sections	1-2 hrs	Tuesday
Complete pre-lab questions	30 min	Tuesday
Complete A&P quiz	30 min	Wednesday
Review/study	30 min x 2	Monday (after lecture) Wednesday (before quiz)





# Creating your Routine

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## Ingredients for Your Routine

- Time for you (sleeping, eating, resting)
- Time for joy (movie night, going for a walk, attending an event)
- Time for planning (looking ahead, blocking time, making a list)
- Time for learning (class, reading, studying, assignments)

# The Priority Wheel



- Aim to incorporate elements of each in routine
- If feeling stuck or behind, try to identify 1-2 tasks for each element of the wheel

Adapted from Dr. Deena K. Shaffer's *Feel Good Learning* (2023)

# Time Blocking

24/7 schedule – Science Sample

	SUN	MON	TUES	WED	THURS	FRI	SAT
7 AM							
8 AM							
9 AM		BIOL Lab				ANTH Lecture	Laundry/ Exercise
10 AM							
11 AM				ANTH Lab	CHEM Lecture		
12 PM		MATH Lecture	CHEM Lecture	CHEM Lab		BIOL Lecture	
1 PM					MATH Workshop		Research/ Group Project
2 PM			BIOL Quiz				
3 PM	READ: ANTH				COIS Lab		
4 PM		READ: CHEM	COIS Lecture	MATH Lecture			READ: BIOL
5 PM						READ: ANTH	
6 PM	Review Lectures		Review MATH	Research/ Group Project			
7 PM							READ: COIS
8 PM	Read/Review/ Quiz	Research/ Group Project			MATH Assignment		
9 PM			ANTH Quiz/Assignment	READ: BIOL			
10 PM							
11 PM			Reading/Review				
12 AM							
1 AM							
2 AM							
3 AM							
4 AM							
5 AM							
6 AM							

## Using a 24/7 Schedule

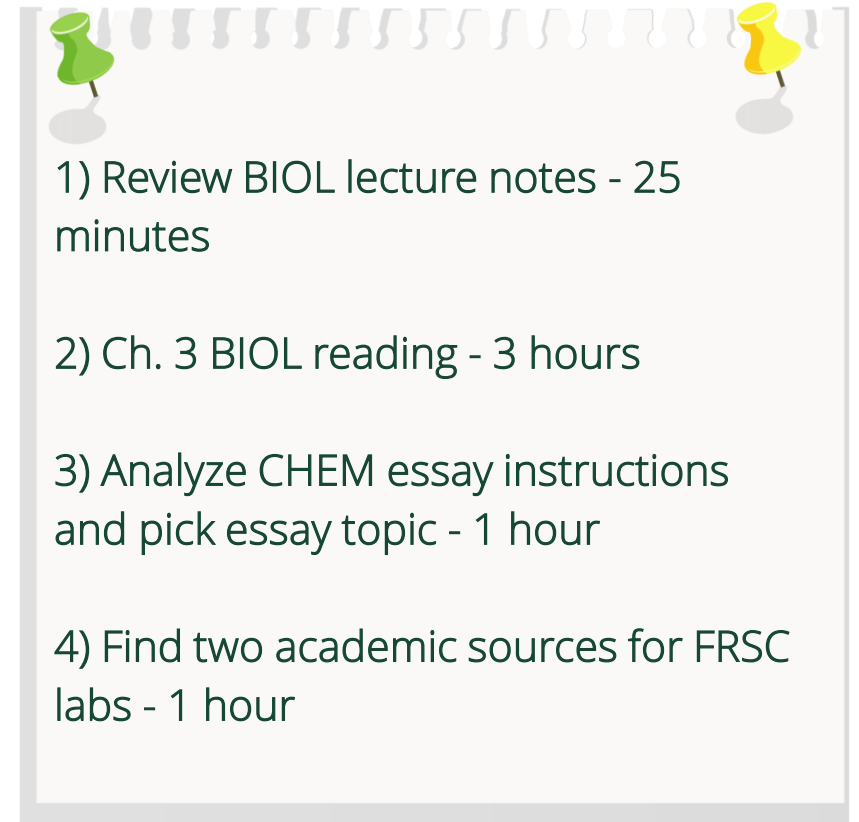
- Block off time for class, seminar and labs.
- Block off paid work hours, volunteer commitments, or placements.
- Block off times for sleeping, eating, exercise, household tasks, and socializing.
- Read the syllabus for each course and identify weekly workload for readings, quizzes, discussion posts, etc.
- Schedule in "major assignment" time each week to block for work periods.
- See more in the Academic Skills Tool Kit – Time Management



# Making Doable To-Do Lists

- 1) Be honest and realistic.
- 2) Begin with an easy task and work on your toughest task during the time of day you feel most energized.
- 3) Consider your habits and schedule your work sessions during the time and in the environment where you focus best.
- 4) Break down tasks into smaller to-do's.
- 5) Reward yourself for staying on track, but also take time to re-assess if you think change is needed.

See more in the [Academic Skills Tool Kit – Time Management](#)





# Finding Focus & Motivation

- Small steps
- “Easy wins”
- Test out a timer
- Incentivize
- Accountability buddy
- 5 more rule
- Focus factors
- Reverse to-do list

# Your Study Life – this or that?

Daytime	Nighttime
Alone	Around people
Music	Quiet
Library	Student Centre
Talk	Listen
Multiple short blocks	One long block
Read	Watch
Flashcards	Practice questions
Study plan/schedule	To-do list

# Create YOUR environment for YOUR success

- Consider your skills and strengths
  - What are you good at?
  - What do you enjoy?
- Consider your environment and space
  - Where do you focus best?
  - What do you like to have around you?
- Consider where you focus best
  - When do you typically feel energized and able to focus?
  - How long can you typically focus before needing a break?

# Practice study habits that reflect YOU

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Your best environments,  
times of day, ways to learn

Your goals for learning  
and/or achievement in the  
course





0 response submitted

## What productivity method will you try?

24/7 calendar

To Do Lists

Priority Wheel

Focus Strategies

Adapting your study environment



1 of 1





# Meet with Academic Skills



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