

### **Tips on STUDY SKILLS**

- ☑ Even if there is no homework assigned that day, encourage daily studying/reviewing... this will help increase understanding.
- ☑ Make sure your child has a consistent study time in a comfortable, quiet place where he/she will be less likely to get distracted.
- ☑ Give your child enough supplies and space to get his/her work done.
- ☑ Encourage your child to take notes while reading to help clarify concepts.
- ☑ Make sure your child uses his/her binder reminder or another daily planner to keep assignments organized.
- ☑ Assist your child in prioritizing tasks to prevent him/her from getting overwhelmed (i.e. breaking down a big project into smaller steps).
- ☑ Encourage your child to seek extra help from teachers and/or to attend after-school intervention classes.
- ☑ Help your child with goal-setting and deadlines to prevent cramming and stress.
- ☑ Assist your child in the studying process (i.e. reading flash cards, giving pop quizzes).
- ☑ Offer to give your child rides to and from study sessions or events that will help learning.

### **Tips on TIME-MANAGEMENT**

- ☑ Make sure your child uses his/her binder reminder to aid in organizing time.
- ☑ Be sure to limit TV, computer, and phone usage so they don't interfere with completing schoolwork.
- ☑ Encourage your child to get plenty of sleep and a healthy diet to help increase energy and the ability to accomplish more.
- ☑ Help your child make a "To Do" list nightly, so he/she can prepare for what needs to be done the next day.
- ☑ Assist your child in prioritizing which tasks should be completed first.
- ☑ Support your child in keeping materials and papers organized, so time isn't spent on searching for "lost" items
- ☑ Make sure your child isn't involved in too many extracurricular activities, so that enough time is allowed for schoolwork and sleep.
- ☑ Help your child break large projects into smaller tasks to make these assignments seem more manageable.
- ☑ Remind your child that perfection isn't necessary. Trying to be perfect can lead to overwhelming stress and procrastination.
- ☑ Help teach your child how to multi-task (i.e. reading while riding the bus) to use time more effectively.

### **Tips on TEST-PREPARATION**

- ☑ Help keep your child's study-area clear of noise and distractions.
- ☑ Have your child seek extra help from teachers or study groups with classmates.
- ☑ Encourage your child to take tests seriously, but not too get overly anxious. Too much stress can lead to mistakes... remind your child to do breathing exercises to help calm them down.

- ☑ Remind your child to complete homework and other class assignments so he/she is familiar with test topics.
- ☑ Help your child to study over a period of time instead of cramming the night before (i.e. look at upcoming tests on [schoolnotes.com](http://schoolnotes.com))... information is retained more when learned over a longer amount of time.
- ☑ Teach your child how to do positive self-talk, such as “I know I can do this” and help your child feel confident in doing his or her best.
- ☑ Make sure your child remembers to read test directions carefully.
- ☑ Encourage your child to look over the entire test before starting and complete the easiest questions first.
- ☑ Be sure your child gets sufficient sleep the night before and has a healthy breakfast on the test day to help keep his/her energy level up.
- ☑ Remind your child to be on time for tests and to have all required supplies, such as pencils, pens, and calculators.