



## Concentration

### ***I am easily distracted.***

Eliminate your distractions:

- Find or create a good study space and do all your studying there.
- Don't try to study when you're tired or hungry.
- Use earplugs if necessary, or if you prefer, relaxing instrumental music.
- If your computer or cell phone is a distracter, turn it off.
- Write down intrusive thoughts on a "worry pad" and deal with them later.

### ***My mind wanders when I read.***

Become an active reader:

- Have a purpose for reading.
- Generate questions and read to find the answers.
- Highlight, underline, or annotate important information.
- Pause periodically to reflect and review.
- Recognize your attentional limits – get up and move at least every hour.

### ***I can't find time to study.***

Learn to manage your time:

- Use a calendar and a planner regularly.
- Learn to say "no" when necessary.
- Take advantage of in-between times to plan or review.

### ***I procrastinate.***

Make a plan and set a goal:

- Read your syllabi at the start of the semester.
- Keep (and use) a planner or to-do list – it feels great to check things off.
- Break long assignments into smaller, manageable parts.
- Get help if you need it.
- Reward yourself for completing work.

### ***My mind goes blank on tests.***

Reduce test anxiety:

- Be prepared – don't cram the night before the test.
- Use positive, not negative, self-talk.
- Keep moving through the test – don't get bogged down on one question.
- Breathe slowly and deeply.