

Effective Habits for Effective Study

Prepare yourself to succeed. Strive to develop and appreciate the following habits:

Take responsibility for yourself.

Responsibility is recognition...in order to succeed, you make decisions about your priorities, your time, and your resources.

Center yourself around your values and principles.

Don't let friends and acquaintances dictate what you consider important.

Put first things first.

Follow up on the priorities you have set for yourself. Don't let other or other interests distract you from your goals.

Discover your key productivity periods and places.

Morning, afternoon, evening...study spaces where you can be the most focused and and productive. Prioritize these for your most difficult study challenges.

First understand others, then attempt to be understood.

For example, when you have a concern of an assignment deadline extension, put yourself in the instructor's place. Ask yourself how you can best make your argument given his/her situation.

Look for better solutions to problems.

For example, if you don't understand the course material, don't just re-read the material. Try something else! Consult with the instructor, a tutor, an academic advisor, a classmate, or a study group.

*Partially adapted from the audio cassette by Steven Covey,
Seven Habits of Highly Effective People*

Have Questions?
Contact the Career Services Office at:
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