Time Management

A Simple, Effective Time Management System - A time management system using a semester and weekly planner.

Blank Fall 2010 Calendar/Semester Planner - Shows the whole semester on one page.

Weekly Planner - Shows whole week on one page by the hour.

Creating a Daily To-Do List - How to make a prioritized to-do list

To-Do List with Time Estimates - How to make a prioritized to-do list with space to estimate the time a task will take you, and space to note the actual time.

Time Management - Tips on time management.

Time Management for Right Brained People - What to do if to do lists aren't your style.

Overcoming Procrastination - Tips for overcoming procrastination.

Tips on Reading and Learning from Lecture

Rapid Reading - Reading rate goals and "Alarmclock" speed reading technique.

Concept Mapping - How to make a concept map. Good for studying for exams

Textbook Reading Systems - How to use the SQ3R and other reading systems.

The Cornell Notetaking System - How to use the Cornell notetaking system.

Tips on Studying and Taking Exams

Office Hours - What they are and how to make the best use of them.

Guidelines for Study - Suggestions for making your study more efficient.

Exam Strategies: How to Tackle Exam Questions - Strategies for different types of exam questions (e.g. multiple-choice, essay, etc...)

Words to Watch for in Essay Questions - Defines words used in essay questions, and explains how to structure your answer.

Multiple Choice Tests – Tips for tackling difficult multiple choice tests

The Five Day Study Plan - A way to plan when and how to study for exams.

Stress Management

The Basics of Stress Management - Tips for stress management.

Understanding Academic Anxiety - Tips for understanding and managing academic and/or test anxiety.

Letting Go of Test Anxiety - Strategies for relaxing and forgetting your anxiety

LSC Study Skills Resources available on: www.lsc.cornell.edu