

# Creating A Study Plan

The most important part of being prepared for a test is to begin reviewing material early and often as part of your daily study routine. The ideal study plan is an organizational strategy that breaks up multiple chapters/topics into chunks of information that can be reviewed over a period of 5-7 days in short, frequent study sessions. The study plan should incorporate rehearsal strategies, elaboration strategies and self-testing for optimize memory and learning.

## Step 1: Daily Study Routine - Weeks Before the Test

- Keep up with daily reading assignments
  - Take notes as you read or outline chapters
  - Make flashcards for formulas, definitions, vocabulary, dates, names & places
  - Predict test questions from readings
- Take notes in class
  - Rewrite notes for clarity and organization
  - Compare class notes with reading notes
  - Predict test questions from class notes
  - Practice problems and formulae
  - Make flashcards

## Step 2: Preparation & Organization - Make A Study Plan from Study Materials

- Make an outline or study guide of topics that will be covered on the test
- Create charts, diagrams and hierarchies
- Organize your study materials by breaking material up by topic or chapter
- Assign 1 chunk/topic/chapter per day
- Schedule 2 hours per day to study new material and 30 minutes to review material from the previous day so it stays fresh in your mind

## Step 3: Practice, Rehearse & Elaborate - Actively Study & Self-Test

- Practice flashcards by reciting or writing vocabulary, definitions or formulas from memory
- Practice writing or reciting main ideas, steps, processes or concepts from memory
- Quiz yourself on predicted test questions & practice writing essay questions
- Talk through or summarize concepts in your own words alone or with a study group
- Re-create charts, graphs or hierarchies from memory
- Use analogies (comparison between two things), keyword method (pictures to remember words) & real-life examples (connect something new to something you already know)
- Create examples and acronyms to help you remember and retain concepts

## Study Definitions:

**Acronym** - An abbreviation of words to make a learning device. For example, ROY G. BIV is the acronym for remembering the colors of the rainbow in order (Red, Orange, Yellow, Green, Blue, Indigo, and Violet).

**Analogy** - Comparing two things for the purpose of explanation. For example, Forrest Gump used the analogy that "life was like a box of chocolates, you never know what you're gonna get" to explain the randomness of life.

**Elaboration Strategies** - requires the student to expand on what is being learned by comparing it to something already known by creating an acronym, analogy or keyword.

**Keyword Method** - is used to remember vocabulary & definitions by pairing an image with a word. For example, to remember the definition of the Spanish word La Carta (the letter), think of a mailman delivering a letter in a cart.

**Rehearsal Strategies** - using repetition to memorize information.

# Study Plan Example

<b>Get Organized:</b> <ul style="list-style-type: none"> <li>• Make an outline or study guide of topics that will be covered on the test</li> <li>• Organize flashcards, charts, diagrams and hierarchies by topic</li> <li>• Break material up by topic or chapter. Assign 1 chunk/topic/chapter per day</li> <li>• Schedule 1.5 - 2 hours per day to study new material and 30 minutes to review material from the previous day so it stays fresh in your mind</li> </ul>	
<b>Day 1 (2hrs)</b>	
<b>Prepare Chunk 1/Chapter 5</b> <ul style="list-style-type: none"> <li>• Make flashcards with vocab, names, dates, formulas</li> <li>• Answer questions on study guide or at the end of the chapter</li> </ul>	<b>Practice, Rehearse, Elaborate &amp; Self-Test</b> <ul style="list-style-type: none"> <li>• Practice flashcards by reciting or writing answers and retesting missed answers</li> <li>• Practice answering the question to the study guide in your own words</li> </ul>
<b>Day 2 (2.5 hrs)</b>	
<b>Prepare Chunk 2/Chapter 6</b> <ul style="list-style-type: none"> <li>• Create an acronym to remember the steps to a process</li> <li>• Create a chart comparing the theorist of child development</li> </ul>	<b>Practice, Rehearse, Elaborate &amp; Self-Test</b> <ul style="list-style-type: none"> <li>• Practice writing the acronym and talk through the process</li> <li>• Re-create the chart</li> <li>• Quiz yourself on the theorist similarities and differences</li> <li>• <b>Use the last 30 minutes to review Day 1</b></li> </ul>
<b>Day 3 (2.5 hrs)</b>	
<b>Prepare Chunk 3/Chapter 7</b> <ul style="list-style-type: none"> <li>• Predict possible essay questions</li> <li>• Make a test in quizlets to review the chapter</li> </ul>	<b>Practice, Rehearse, Elaborate &amp; Self-Test</b> <ul style="list-style-type: none"> <li>• Practice reciting main points and writing answers</li> <li>• Take the test until you get all the answers correct</li> <li>• <b>Use the last 30 minutes to review Day 2</b></li> </ul>
<b>Day 4 (2.5 hrs)</b>	
<b>Prepare Chunk 4/Chapter 7</b> <ul style="list-style-type: none"> <li>• Re-write notes and and make flashcards</li> <li>• List practice problems</li> </ul>	<b>Practice, Rehearse, Elaborate &amp; Self-Test</b> <ul style="list-style-type: none"> <li>• Recite answers then reverse the sequence</li> <li>• Work practice problems</li> <li>• <b>Use the last 30 minutes to review Day 3</b></li> </ul>
<b>Day 5 (2.5 hrs)</b>	
<b>Prepare Chunk 5/Chapter 8</b> <ul style="list-style-type: none"> <li>• Make formula cards</li> <li>• Identify a concept or a process</li> <li>• Create a graph or concept map</li> </ul>	<b>Practice, Rehearse, Elaborate &amp; Self-Test</b> <ul style="list-style-type: none"> <li>• Practice writing formulas</li> <li>• Talk Through or explain/teach the concept or process to someone else</li> <li>• Recreate graph or concept map from memory and explain each part</li> <li>• <b>Use the last 30 minutes to review Day 4</b></li> </ul>

**Note:** The study plan above uses multiple preparation strategies and accompanying practice strategies as examples. When making your own study plan, you can use the same 3-4 strategies for each day.

# 5 Day Study Plan

<p>Day 1 (2 hrs) Prepare Chunk 1 _____</p>	<p>Practice, Rehearse, Elaborate &amp; Self-Test</p>
<p>Day 2 (2.5 hrs) Prepare Chunk 2 _____</p>	<p>Practice, Rehearse, Elaborate &amp; Self-Test</p>
<p>Day 3 (2.5 hrs) Prepare Chunk 3 _____</p>	<p>Practice, Rehearse, Elaborate &amp; Self-Test</p>
<p>Day 4 (2.5 hrs) Prepare Chunk 4 _____</p>	<p>Practice, Rehearse, Elaborate &amp; Self-Test</p>
<p>Day 5 (2.5 hrs) Prepare Chunk 5 _____</p>	<p>Practice, Rehearse, Elaborate &amp; Self-Test</p>

