Time Management and Study Skills in College
Objectives for today

- Understand the importance of time management and how to use it effectively
- Identify your personal learning style
- Identify and incorporate effective and efficient study techniques
Time Management

• What is it?
  • The ability to use one’s time effectively or productively.
  • The process of organizing and *planning* how to divide your time between specific activities.

• Why is this important in college?
Time Management

• If you fail to plan, what might be some of the consequences?

  o Late to class/appointment (missing an appointment with a professor)
  
  o Rushed assignments (poor quality work)
  
  o Missed exams (Yikes!)
  
  o Inaccurate estimates about the time it takes to complete assignments or tests
Planning Your Time

- Academic calendaring with daily/weekly “to do” lists
- Priority lists
- Sticky notes
- Chunking assignments
- Learn to say, “No”
Learning Style Inventory

Class activity: Please use this link to complete the inventory (also posted on Moodle)

https://www.how-to-study.com/learning-style-assessment/
Learning Styles

• Visual

• Auditory

• Tactile/Kinesthetic
Study Tips and Resources

- Make it Stick Handout – What study strategies actually work?
- Rules of the Game
- Study Tip sheet
- Tutoring (furman.edu/tutoring)
- Visit the Center for Academic Success– ally on campus!