

PREPARING FOR LECTURES QUICK GUIDE

It is best to prepare for a lecture by reading set texts and downloading the lecture notes before class. If you enter a class without having prepared for it you are more likely to struggle to understand new information.

Be prepared for the lecture

- Download lecture notes and annotate
- Read chapters and annotate
- Read online readings
- Watch videos
- Make a new words list
- Learn key terminology
- Make notes of key points
- Summarise in your own words
- Make a one page summary
- Prepare a list of questions to ask the lecturer or tutor

Attend classes

- Commit to attending lectures
- Be honest with yourself. Will you *really* watch it online later?
- Never miss tutes and workshops – these are where the real learning happens
- Make notes as you listen
- Summarise key points
- Add more data to the lecture notes you prepared earlier
- Make a study group and meet regularly
- Go to PASS
- Sit where you can hear well- at the front if necessary
- Take notice of the lecturer's body language
- Don't be distracted – turn off your phone
- Follow along with the lecture notes
- Use abbreviations and symbols while notetaking
- Ask questions – don't be afraid

Review

- Review your notes as soon after lectures and tutes as you can, and again before the next lecture
- Fill in the gaps in your knowledge as you review
- Attempt to answer the questions you wrote down in the prepare stage
- Turn the notes into questions to review (in the next week and before the exam)
- Review your notes regularly: 1 day, 1 week, 1 month
- If you don't understand something:
 - Check with your tutor or lecturer
 - Ask questions in your next class
 - Don't forget about it 'till later' – this could mean you misunderstand information in the next class

Rate of Forgetting with Study/Repetition

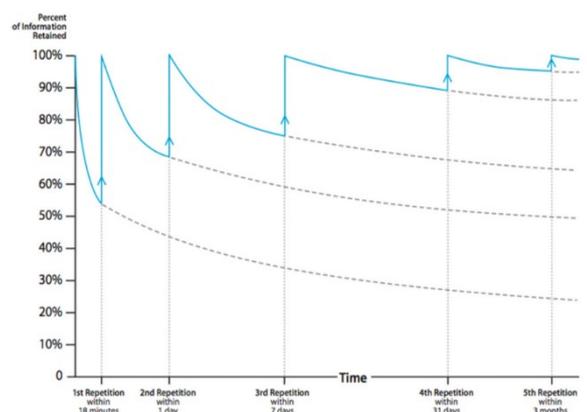


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