

Many college students complain about their lack of ability to stay focused on academics. Don't just complain; identify your problem, and do something about it!

If you...	Try to...
Are not interested in the subject you are studying...	Find a way to get involved with it: <ul style="list-style-type: none"> • Solve problems • Create test questions • Find websites related to the topic • Study aloud with a classmate
Don't know much about the subject...	<ul style="list-style-type: none"> • Ask your professor • Buy a review book • Look up info on the web • Ask a librarian
Daydream while studying...	<ul style="list-style-type: none"> • Make a list of specific tasks to accomplish • Set a time limit for each task • Reward yourself when you complete the list
Get easily distracted while studying...	<ul style="list-style-type: none"> • Choose a study spot that is only for studying • Make a conscious effort to not be distracted
Fall asleep while studying...	<ul style="list-style-type: none"> • Set regular bed times during the week • Make a conscious effort to eat healthy foods • Get some exercise each day • Know what times of the day are best for you, and schedule them as regular study times • Take regular breaks
Worry/Think about other things while studying...	<ul style="list-style-type: none"> • Make a 'to-do' list to stay on track, or keep a detailed calendar • Talk to professionals on campus—your advisor, counseling services

There are a lot of techniques you can use to keep you focused. Know your when, where, how, and the outside world to fully concentrate while studying!

Study when:

- Plan two study hours for every hour you spend in class.
- Study difficult subjects first.
- Avoid scheduling marathon study sessions.
- Be aware of your best time of day.
- Use waiting time.

Study where:

- Choose a place that minimizes visual and auditory distractions.
- Use a regular study area.
- Use the library or empty classrooms. Get out of a noisy dorm.
- Don't get too comfortable. Sit or even stand so that you can remain attentive.
- Find a better place when productivity falls off.

Study how:

- Consciously be active in the way you are studying.
- Check with a pencil each paragraph or section that you completely understand.
- Read with inflection.
- Stop often and summarize out loud.
- Stop periodically and visualize what you just went over.
- Use available resources to quiz yourself on material.
- Make study guides that you can use to test your understanding.

You and the outside world:

- Ask "What do I already know about this topic?" to draw connections.
- Pay attention to your attention.
- Agree with roommates about study time.
- Avoid noise distractions.
- Get off the phone and internet.
- Learn to say no.
- Hang a "do not disturb" sign on your door.
- What are tasks you can accomplish toward your goal?
- Don't beat yourself up or be a perfectionist when studying.
- Know when you are wasting your time.
- Is there anything else you could do better to stretch yourself?
- What makes the material you are studying unique?