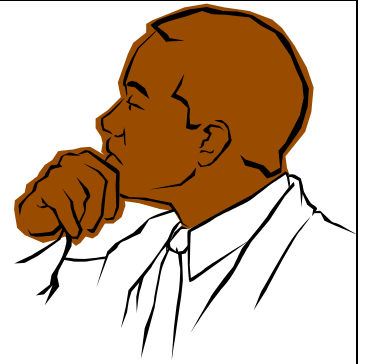




Keys to Success



Improve Your Concentration

1.	Gather together all the materials you will need to study one course.
2.	Locate yourself in a place where you know you can study well.
3.	Set an alarm clock or the timer on your cell phone to ring at the end of 10, 20, 30 minutes... whatever you've deduced is the length of your concentration span for today.
4.	Turn the clock face to the wall (or lay your cell phone down) and study until the alarm rings.
5.	As soon as the alarm rings, stand up, move about, or get a drink of water.
6.	Reset alarm to ring in 10-20-30 minutes again, and repeat these steps.
7.	After a few cycles, change to study another subject so that you don't get bored.
8.	At your next study session, challenge yourself to extend your concentration span by even as little as two or three additional minutes.

Each time you study, follow this rhythm of concentration/relaxation, respecting your own concentration span. Be sure that when you study, you are studying, and when you take a break, you relax. If you are afraid you will take too long a break, just set your timer for a reasonable time . . . and when it rings, go back to the books!

You'll be pleased at your greater efficiency and discover that the length of time you are able to concentrate will increase.

Improve your concentration and learn more!

Center for Academic Achievement

Get a Tutor in MNB 104

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