

# Study Skills and Exam Prep

## Worksheet

### The 5 Study Skills

<u>Responsibility</u>	<u>Self-regulation</u>	<u>Collaboration</u>	<u>Organization</u>	<u>Initiative</u>
Completes readings and/or tasks before lecture, seminar or classes	Sets goals and monitors progress	Completes an equitable share of group work	Has important dates and deadlines organized in a calendar	Goes to instructor's office hours for any additional questions
Submits evaluations on time	Seeks clarification and assistance when needed from instructors	Responds positively to others' ideas, opinions and values in group discussions	Keeps track of assignments, quizzes, midterms and exams for each class	Emails instructors in advance for assistance or to notify them of an absence

### 1. Responsibility

List 5 activities that are essential in your life:

- 1.
- 2.
- 3.
- 4.
- 5.



### 2. Organization



What are some ways you can organize your activities?

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- 
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### 3. Collaboration

List 4 reasons to collaborate with others:



### 4. Self-Regulation

Match the icon to the task:



Create monthly goals



Dedicate time to work



Keep track of progress



Contact Professor for help

### 5. Initiative

Put a ✓ on correct statements  
Put an X on false statements

\_\_\_\_\_ Email professor using their first name

\_\_\_\_\_ Go to office hours for help

\_\_\_\_\_ Wait until the due date to ask for clarification

\_\_\_\_\_ Do all assignments right before deadline

### Exam Day Tips

Circle correct statements - Cross out incorrect statements

Forget your supplies

Have your electronics on

Study beforehand

Be on time

Use the washroom before you arrive

Come prepared with supplies

Focus

Lose track of time

Panic

Have a conflict with a classmate? Think STEP.

Stop.

Think.

Express.

Positivity.

## Calendar Activity - Organization

Organize the tasks into the calendar below.

**First Monday**

**Class begins**

**Every Thursday**

**Lab**

**Every Tuesday**

**Quiz**

**Last Saturday & Sunday**

**Reading Week**

**Second Monday**

**Assignment Due**

Monday	Tuesday	Wednesday	Thursday	Friday	Saturday	Sunday

## Calendar Activity - Exam Prep

Organize the tasks into the calendar below.

Saturday	Sunday	Monday	Tuesday	Wednesday	Thursday	Friday
			Professor's Office Hours			Exam Day

**Last review session**

**Do extra practice for tough units**

**Review homework problems**

**Organize class notes**

**Finish reviewing Unit 7**

**Finish reviewing Unit 1**

**Go to professor's office hours**

**Pack your bag for the exam**

**Go over past quizzes**