1. **Don’t study too much at once.**
   
   You will tire easily and your studying will not be effective. Space your work out over shorter periods of time. Additionally, take breaks to restore your mental energy.

2. **Designate specific times for studying.**
   
   Study time can be assigned reading, working on a project, or studying for an exam. Schedule specific segments throughout the week dedicated solely for academic work.

3. **Study at the same time every day.**
   
   Studying at the same time every day establishes a routine that becomes a regular part of life—similar to brushing your teeth or working out.

4. **Set goals for study times.**
   
   Goals help you stay focused and allow you to monitor your progress. You must be clear about what you want to accomplish each time you sit down to study.

5. **Begin studying when planned.**
   
   It’s common to want to delay a project or assignment because you perceive it to be difficult. You may end up rushing to make up wasted time, resulting in careless work and errors.

6. **Work on most difficult assignments first.**
   
   Your most difficult assignment will require the most effort. Start with your most difficult assignment when you have the most mental energy.

7. **Review notes before beginning an assignment.**
   
   Reviewing your notes can help you make sure you are doing an assignment correctly and addressing all components.

8. **Schedule cell phone breaks.**
   
   Avoid using your cell phone, which can serve as a large source of distraction while studying. Check your texts and social media during your regularly scheduled breaks.

9. **Call another student when having difficulty with assignments.**
   
   This mutual processing may help you work through some confusing components of the assignment.

10. **Review schoolwork over the weekend.**
    
    Incorporate a balance of fun and schoolwork. This will help you be ready to go on Monday morning when another school week begins.