**STUDY SCHEDULE WORKSHEET**

Crafting a clear study schedule can help you stay focused and efficient when preparing for exams. Your Success Coach will help you design your study schedule with the following questions. **Contact us at** [**HSS.StudentSuccess@unco.edu**](mailto:HSS.StudentSuccess@unco.edu) **or Call 970-351-3140 with questions, resources, and support.**

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| ***Study Goal:*** | Write down the class and format of the exam. *Ex. History 100, short answer and multiple choice.* |
| **What class is this for?** | HISTORY—will be multiple choice based on the American Revolution. I need to complete one short essay question at the end. |
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| **1** | Identify your strengths and worries with the material. What parts do you need to focus on? *Ex. Matching the date with the event* |
| **Get Focused** | I feel great about the short essay because I do well on the reflection papers and understand the connections. I am more worried about remembering the dates to the events and the main people in the multiple choice. |
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| **2** | State the strategy for practicing and engaging with the material. *Ex. Create* ***3 flashcards*** *per event: 1 with the date, 1 with the time of year, and 1 with context (events that happened before and after).* |
| **Get Options** | I will create flashcards based on my notes and the study guide. One set of flashcards will have the date and the event. Another set will have the event and the time of the year to help me remember the overall timeline. And the last set will have context that happened around the event. |
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| **3** | Decide how often and long you will study: remember, some is not a number and soon is not a time. *Ex. Practice the flashcards every morning and evening from 8:30-9:30 (am/pm).* |
| **Get Real** | I will practice my flashcards every morning and evening from 8:30-9:30—in the morning I will go through the date and time of year flashcard set. In the evening I will go through the date and the context set. Every time I will set aside the ones I get right to see how much I am remembering. |
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| **4** | Plan WHEN you need to start studying to prepare for the exam. *Ex. Complete the flashcards by Saturday; study Sunday, Monday, Tuesday, and Wednesday before my test on Thursday.* |
| **Get Deadlines** | The test is on Thursday—I am going to start on Sunday morning and practice every day this week. |
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| **Additional** | What else could you do to practice for the exam? |
| **Notes** | I need to stop into office hours to clarify the flashcards I keep missing. I should also ask my study group for an extra session! |

**Resources to Use:**

[**The Writing Center:**](https://www.unco.edu/writing-center/) **Ross 1230, 970-351-2056.**

[**Tutorial Services:**](https://www.unco.edu/tutoring/) **Library L149, 970-351-1904.**

[**Bio~Chem~Math Lab:**](https://www.unco.edu/nhs/mathematical-sciences/current-students/study_center.aspx) **Ross 1250**