

STUDY SKILLS FOR MIDDLE SCHOOL AND BEYOND

ORGANIZATION:

▪ AGENDA/PLANNER

- Use a planner to keep track of daily assignments
- Write down assignments in each subject area
- Check off when completed
- Include test date and project due dates

▪ BINDER/NOTEBOOK

- Arrange notebook by using colored folders for each subject
- Homework folder in front for completed work ready to be turned in
- Folder in the back for papers returned by teacher
- Clean out and organize

▪ HOMEWORK TIME

- Set up a regular study place- good lightning
- Free of distractions
- Keep needed materials in study place
- Keep it neat

- **LOCKER**

- **Books to go home on top shelf**
- **Keep clean and organized – parents are encouraged to come to school to help child organize**

- **TIME-MANAGEMENT**

- **Set up a daily routine**
- **Best time for homework-after school- snack- homework time- dinner-family commitments.**
- **Homework time should be when child is most alert- too late- shorter attention span**
- **Homework time-same time everyday**
- **Allow 1-2 hour with short breaks**
- **Begin with hardest or least favorite subject first**
- **Use a clock or timer to keep on task**

- **LONG-TERM PROJECTS**

- **Work on project a little each day until accomplished**
- **Break projects into small, manageable parts**
- **Discuss and plan with your child how best to tackle project**

- **TEST TAKING**

- **Know what test will cover**
- **What it will NOT cover**
- **Know type of test- multiple choice, essay, T/F**

3.

- **Study over several days**
- **Read directions carefully- this can be a big problem with children**
- **Quickly review test and budget time allowed**
- **Answer easy questions first- may give clues to more difficult questions**
- **Don't change answers unless you know for sure you are wrong**
- **Show all work**
- **Check over answers, if time allows**

▪ **TEST ANXIETY**

- **Adequate sleep and proper nutrition are important**
- **Positive self talk**
- **Relaxation exercise**

▪ **HOW PARENTS CAN HELP DURING HOMEWORK TIME**

- **Studies show that children more successful in school when parents take an active interest in their homework**
- **Let your child know that homework takes precedence**
- **Help with directions**
- **Make suggestions- but it's their homework, not yours**
- **Help study for tests**
 - **Quiz**
 - **Flashcards**
 - **Check for completeness**
 - **Praise good effort**

- **GOALS AND REWARDS**
 - **Set a few specific goals and reward daily**
 - **Homework log filled out for every class**
 - **Good study habits adhered to**
 - **No missing assignments**

SCHOOL PROGRAMS

Homework Help Club

Math Improvement Club

Bully Program/Bully Boxes

Title One Tutors

National Honor Society High School Tutors

Counseling/Social Work Services