



GETTING THE MOST FROM YOUR CLASSES

Educational experts tell us that being an “*active*” rather than a “*passive*” learner brings success. Here are some tips to help you get the most from your classes:

- ***Come to Each Class Meeting***
Avoid falling into the bad habit of skipping class because the instructor doesn’t appear to take roll each time.
- ***Take Notes***
Even if you tape the lectures, take notes in the form of key words or topics—you can fill in the rest when you listen to the tape (remember: You must ask for the instructor’s permission *before* you can tape a class).
- ***Download all Power Point Materials and/or Other Notetaking Aids***
Many instructors have their own websites for their classes; if your instructor does, check it out to see if she/he has placed lecture note outlines or Power Point materials for you to download and bring to class.
- ***Organize Your Materials***
Keep your calendar up to date so you won’t miss an assignment; have your papers, pens, pencils, etc. organized neatly in a backpack or brief case so you will have them with you at all times.
- ***Come to Class as Rested as Possible***
The more alert you are during class, the more you will get out of the lecture, and the better your notes will be.
- ***Ask Questions***
Remember, there is no such thing as a “dumb question”; never leave class without understanding the subject matter; ask your questions at the appropriate times.
- ***Talk to Your Instructors***
Your instructors really want you to succeed in their classes; if you are having a problem, make an appointment to go in to see them.
- ***Avoid Falling Behind***
It’s easier to stay on track than it is to catch up; if you catch yourself slipping behind, put in a couple of extra hours right away to catch back up.
- ***Make a “Buddy” in Class***
Get the name and phone number of someone you can call if you have to miss a class so you can keep up with your assignments.
- ***Be a Considerate Classmate & Student***
Turn off beepers, cell phones, and watch alarms during class so they don’t disturb your instructor or other students.