Log on to your Focus account
Click on career cruising under learning resources
Enter username & password

Username is PIN-R2D2 number without a period. Your password is the same as what you have for Focus, (s. plus the last 8 of your school ID).
You do not have to enter an email, but do check off on Terms & Conditions and click submit.
Click on the My Progress link to see what you need to complete.
Click on Learning Styles Inventory
Click Start Now to answer the 20 questions
Select the answer that is most like you

When reading a novel, I tend to:

- become restless, and can almost feel what the characters are doing or feeling
- imagine seeing what I am reading
- either read out loud, or imagine hearing the words I am reading
Once completed, review your results!
Before Class!

- Think about what the class is going to be about
- What were the main points covered in the last class
- Review what your assignment was for the class
- Have your Homework Assignment out on your desk – ready to turn in.
- Prepare for every subject in this manner.
During Class!

- Does your general knowledge provide any information about the subject being taught?
- What comes to mind during the instruction that may be helpful?
- Concentrate on the subject being taught
- Take notes on the main points
After Class!

- Review your notes and think about what was covered in class.
- Some people like to **rewrite** their notes as they study.
- Some people like to **underline** and **highlight** important ideas and vocabulary.
How to Listen Better!

- Form a good habit – good listening in class!
- Concentrate on what is going on in class – do not daydream!
- You can not listen if you are talking!
Learning to Listen!

- Good listening means you are paying attention.
- Think “around” the topic and “between the lines”.
- Relate it to what you already know.
- What is the main point?
- What is the teacher going to say next?
- Listen carefully to the assignment and write it down in your assignment book.
- Listen for these essential phrases from the teacher: “This is important...”
  “It is essential that you know....”
Improving Reading Skills!

A good reader does as many of the following as possible:

- **Seizes** the main ideas
- **Thinks** about what the author is saying
- **Is active,** not passive
- **Concentrates** on what is being read
- **Remembers** as much as possible
- **Applies** what is being read to personal experience.
The Pitcher & The Catcher!

Think of it this way:
The author is the pitcher
When you read a book
You want to catch the Meaning.
Taking Notes In Class!

- Be prepared to take notes when class begins.
- Avoid any distracting conduct.
- Participate constructively in class discussions.
- Ask Questions!
- Write notes in a concise, organized manner.
Various Methods or Tools

• Cornell Notes
• Active Reading (Highlight & Engage Text)
• Mapping or Flow Charts
• Outline
• Flash Cards (Paper or Electronic > flashcardmachine.com)
• Half Sheets or Foldable
• Diagrams
• Color Coding
• Study Group or Collaborative Studying
• Quizlet.com
Examples:
Things to Try!

1. Read out loud. Don't worry about speed, focus on pronunciation and accuracy.
2. Study vocabulary with flashcards.
3. Apply new grammar rules in practice problems (more than once) and do them over the next couple of days.
4. Practice, practice, practice!

When studying a foreign language...

- Follow along as your teacher explains a concept and gives examples.
- Write everything down, don't skip any steps.
- Ask a question if you don't understand.
- And write the answer down so you don't forget.

At home (the same day), make sure to do some practice problems to let it sink in:
- Do at least 5 exercises for each topic.
- Write down questions if you are stuck on something.
- Review your notes the same day.

Studying for 30-50 minutes at a time (with 10 minute breaks in between) is the most effective way to retain information.
General tips for all types of exams

1. Have a Positive Attitude
   Approach the big test as you'd approach a giant jigsaw puzzle. It might be tough, but you can do it! A positive attitude goes a long way toward success.

2. Make a Plan
   The week before the test, ask your teacher what the test is going to cover. Is it from the textbook only? Class notes? Can you use your calculator? If you've been absent, talk to friends about material you may have missed. Make a list of the most important topics to be covered and use that as a guide when you study. Circle items that you know will require extra time. Be sure to plan extra time to study the most challenging topics.
3. The Night Before
Cramming doesn't work. If you've followed a study plan, the night before the test you should do a quick review and get to bed early. Remember, your brain and body need sleep to function well, so don't stay up late!

4. The Morning of the Test
Did you know that you think better when you have a full stomach? So don't skip breakfast the morning of the test. Get to school early and do a ten-minute power study right before the test, so your brain is turned on and tuned up.
5. Test Time
Before the test begins, make sure you have everything you'll need - scratch paper, extra pencils, your calculator (if you're allowed to use it). Understand how the test is scored: Do you lose points for incorrect answers? Or is it better to make guesses when you're not sure of the answer? Read the instructions! You want to make sure you are marking answers correctly.

6. Manage Your Time
Scan through the test quickly before starting. Answering the easy questions first can be a time saver and a confidence builder. Plus, it saves more time in the end for you to focus on the hard stuff.
7. I'm Stuck!

Those tricky problems can knock you off balance. Don't get worried or frustrated. Reread the question to make sure you understand it, and then try to solve it the best way you know how. If you're still stuck, circle it and move on. You can come back to it later. What if you have no idea about the answer? Review your options and make the best guess you can, but only if you don't lose points for wrong answers.

Regarding #7: If you're not allowed to write on the test, try making a box at the top of your scratch paper and actually write the number of the question to return to. As you complete those, mark them off. This clears your mind to focus on questions you can better answer. The box helps eliminate page flipping and overlooking items.
8. Multiple-Choice Questions
The process of elimination can help you choose the correct answer in a multiple-choice question. Start by crossing off the answers that couldn't be right. Then spend your time focusing on the possible correct choices before selecting your answer. (we will look at specific examples of this later in the presentation)

9. Neatness Counts
If your 4s look like 9s, it could be a problem. Be sure that your writing is legible and that you erase your mistakes. For machine-scored tests, fill in the spaces carefully.
10. I'm Done!

Not so fast - when you complete the last item on the test, remember that you're not done yet. First, check the clock and go back to review your answers, making sure that you didn't make any careless mistakes (such as putting the right answer in the wrong place or skipping a question). Spend the last remaining minutes going over the hardest problems before you turn in your test.
Recap – YOU CAN DO IT!