

Classroom Environment	✓
CHECKLIST	
Remove yourself from distractions.	
Sit with students who motivate you to do your work.	
Keep your phone face-down on the desk.	
Close your laptop lid when not in use for class-work.	
Practise active listening and note-taking.	
Be collaborative – engage with your peers to maximise your learning.	
Be productive – use work-time productively – don't leave tasks for later that can be completed now!	
Be proactive – ask your teacher for clarification or extra-guidance.	
Engage with class discussions.	
Nominate a study-buddy – someone you can ask for resources if you miss a lesson and someone you can study with outside of class.	

Home or Dorm	✓
CHECKLIST	
Ensure you have quiet space – where you can remove yourself from interactions with family/friends if necessary.	
Ensure your study space is well-organised and clear of distractions.	
Be able to remove technology when necessary to minimise distractions.	
Switch-off music that you sing-along to... classical music is OK!	
Switch-off all access to social media.	
Surround yourself with objects that you like and that make your environment pleasant to be in.	
Surround yourself with posters/displays that help you to retain information.	
Plan your time – be prepared and have goals for each study session (e.g. homework completion, past papers etc).	

Study Lesson	✓
LRC or Classroom	
CHECKLIST	
Remove yourself from peers/friends who distract you! Be strong!	
Ask your teacher/supervisor questions if you need guidance.	
Have a plan – you need to prioritise your work and plan each of your study lessons accordingly.	
Put your mobile phone away and switch off social media.	
If you have finished all homework you should seek out past HSC papers (BOSTES website is a good place to start).	
Stay on task – any talk should only be for collaboration on a task.	
If you struggle with concentration, try breaking up the lesson into smaller tasks; 2-3 smaller tasks in 1 lesson may be more manageable.	
Come prepared – don't waste time visiting your locker or asking other students for resources.	



Plan to Peak!

Loreto Normanhurst



How to
Study
Effectively?