



# FOLLOW THESE 4 STEPS\*

WHEN YOU STUDY TO HELP YOU RETAIN INFORMATION  
LONG TERM AND AVOID MENTAL FATIGUE.

1

## **Set a simple, achievable goal.**

Your goal should include a set amount of time and a task to accomplish (e.g., doing 20 math problems in 30 minutes, reading through half of a chapter in 60 minutes).

2

## **Study with undivided attention.**

Find a quiet place to work, turn off your phone, and give your task 100% of your attention until your goal is completed.

3

## **Recap.**

Once your goal has been accomplished, review the main concepts and ideas. Note any mistakes you've made that need to be corrected and write them down.

4

## **Take a five minute break.**

Taking a five minute break between focused study sessions will clear your mind and make your study sessions more productive. Don't skip this part!

\*Adapted from Frank Christ's PLRS system. Source: Louisiana State University, Center for Academic Success.

