



8. Study Protocol Worksheet

Course # _____

The purpose of this worksheet is to enable you to conduct a self-test of your study protocol. In the columns on the right, indicate whether your approach exceeds, meets, or falls short of your expectations. Complete a worksheet for each course and focus your energies on those areas that require more effort.

Protocol	Expectations		
	Exceeds	Meets	Fails
Before class			
Refer to your course outline at least once a week.			
Read the relevant chapters before class.			
Make a note of elements in the readings that are not clear to you.			
If available, print off the professor's lecture notes before class, skim through them and bring them to class.			
Skim your notes from the previous class to ensure you remember where the professor left off.			
During Class			
The obvious? Go to class!			
Listen well and take concise notes in class.			
Ask questions in class.			
If you don't understand some of the material, go down to the front of the room right after the class and ask the professor for additional explanation.			
After Class			
Soon after class, review the notes you took. Annotate them where they are unclear or too sketchy.			
Skim the readings to see if you have highlighted the parts the professor indicated are important.			
Do you understand everything?			
If you are unclear on a concept, consult the assigned chapters, re-read your notes, discuss with your classmates, see your teaching assistant or visit the professor to clear them up.			
Review returned tests and assignments right away and make sure you fully understand all areas where you lost marks.			
A few more things			
Attend tutorials.			
Do practice problems.			
Start assignments and projects early; hand them in on time.			