**Power Ideas from the Wise**

“Take big assignments or projects

And break them up into smaller chunks.”

“Pick a night or two each week when you’ll go out or party, etc. Stay in and study the other nights.”

“Treat college like a full time job. Stay on campus for at least 8 hours each weekday either in class or engaged in coursework. Work weekends and ‘overtime’ as needed.”

“Use the 1-3-6 method to plan out your study time: What’s due this week?—What’s due in 3 weeks?—What’s due in 6 weeks?”

“Map out how you will distribute the 168 hours available each week.”

“Make a habit of identifying the “musts” and the “whenevers”.

“Do the hardest tasks first.”

“Identify when you are most effective as a student—your Prime Productivity Time (PPT)—and organize your life in order to study at these times.”

“Take care of yourself physically and emotionally so that you’re always effective and efficient.”

“Schedule fun stuff, too!”