

Mastering Memorization

There are times in school when you need to memorize information. Memory techniques such as these will help you remember information for your classes and for tests.

Use all of your senses.

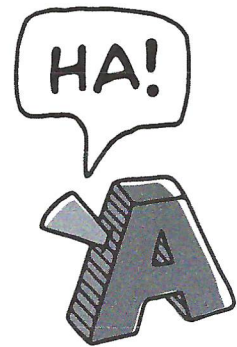
Try it! Suppose that you need to memorize the word *escuela* (which means "school") for your Spanish class.

1. Look at the word. Close your eyes, and try to see it in your mind. Repeat this 2 or 3 times.
2. Now say the word out loud (es-quay-la).
3. Now write the word. _____

By looking at the word, saying it out loud, and writing it down, you are using your visual, auditory, and kinesthetic senses. **Using all of your senses makes memorization easier.**

Create a ridiculous image.

Take the information you're studying and create a crazy, memorable image in your mind. For example, a ridiculous image could help you remember that Hawthorne wrote **The Scarlet Letter**. Just visualize a large red letter "A" with a big thorn sticking in it saying "Ha!"



Try it! To remember that Balboa discovered the Pacific Ocean, see if you can come up with a ridiculous image. Draw it below.



Your Abilities

Considering your abilities, skills, and talents is very important when determining which careers will be a good match for you. You are likely to be much happier and successful in a career that focuses on your strengths!

1. What two school subjects do you like and do well in?

2. Name two things that you're good at.

3. Name two things you'd like to get better at.

4. Below is a list of things you may have to do at a job. Put a ✓ in the boxes next to the tasks you think you'd be good at. Put a ? in the boxes next to the tasks you aren't sure you'd be good at, but would like to try. Put an X next to the tasks you don't think you'd be very good at.

☐ Make presentations

☐ Work in teams

☐ Work on a computer

☐ Work independently

☐ Be creative

☐ Work with your hands

☐ Work with money

☐ Write reports

☐ Organize events

☐ Do math

☐ Train/teach others

☐ Help customers

5. Below is a list of soft skills. These are characteristics, skills, and abilities that all employers value in their employees. *Having the following soft skills will help you succeed in any career!*

Think about your soft skills and put a ✓ in the boxes of your strongest soft skills. Put an X in the boxes of the ones you should work on.

- | | |
|--|---|
| ☐ Communication | ☐ Work ethic |
| ☐ Creativity | ☐ Positive attitude |
| ☐ Teamwork | ☐ Problem solving |
| ☐ Adaptability | ☐ Organization |
| ☐ Conflict resolution | ☐ Willingness to learn |
| ☐ Leadership | ☐ Integrity |

Think About It!

Look at the soft skills you marked with an X, and choose one to work on. Which one did you choose, and what will you do to help develop this skill?

6. List four of your classes and/or activities that are helping you develop skills you might use in a career one day. What skills are they helping you develop?

For example - Language Arts - Writing skills, creativity

Staying motivated

All students get stressed out, discouraged, or overwhelmed from time to time. *Successful students, however, find a way to keep a positive attitude and stay motivated.*

These motivational tips will help you stay engaged and ready for any academic challenge.

Use motivating "self-notes."

Write motivating words, ideas, and/or quotes on sticky notes. Put these notes anywhere you're likely to see them.

Write yourself a positive, motivating message. _____

Turn failures into successes.

When something doesn't go well, learn from the experience, and use that knowledge to do better the next time.

When has a negative experience taught you something? _____

Figure out what motivates you.

Turn what competes with your schoolwork into a motivator. For example, reward yourself with social media or video game time once your homework is done.

What can you use as a motivator? _____

Have a growth mindset.

When you encounter a challenge of any kind, it's helpful to have a growth mindset. With a growth mindset, you don't complain and give up when something is hard. You get creative, ask for help, or try to do things differently. You look inside and find your most determined self.

What subject or challenge do you most need a growth mindset for?

Making To-Do Lists

To-do lists are a great way to keep track of and prioritize the things you need to do.

If you have a lot to do, creating a to-do list using the following guidelines can be very helpful.

1. Each day make a list of all the things you need to do.
2. Rate each item as an A (must do today), B (should do today), or C (want to do today, but it can wait).
3. Take all of the As and rank them in order of importance (1, 2, 3...). Do the same with the Bs and Cs.
4. Rewrite your list with the As at the top (in order of importance), followed by the Bs and Cs.
5. Cross things off as they get done. At the end of each day, take the tasks that didn't get done and put them on the next day's to-do list.

	Wed
A	1 Study for French test 2 Do math assignment 3 Get TJ's birthday gift
B	1 Do outline for paper 2 Call Jenny
C	1 Do laundry 2 Work on lab report 3 Get haircut

Make your own to-do list

Think of the things you need or want to do today, tomorrow, or this week, and make your own to-do list.

WITH A GROWTH MINDSET...

1. With a growth mindset, you value the process.

Think of something you worked hard on, and are proud of.

2. With a growth mindset, you make criticism work for you.

Think of a time someone criticized you, and you used it to improve yourself or your skills.

3. With a growth mindset, you see challenges as opportunities.

Write about a time you took on a challenge.

4. With a growth mindset, when you don't succeed, you use what you've learned to try again, doing it a different way.

Write about a time you did this and were successful.

Top 10 Ways to Improve Your Grades

To help you zero in on how you can improve your grades, go through the list below and put a check mark by the things you should do.

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1 Be more engaged in your classes.

Being engaged in your classes pays off in lots of ways. When you ask and answer questions and participate in discussions, you learn more (which means you have less to learn on your own), your teachers see that you're trying, and the time goes a lot faster.

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2 Improve your attendance.

Attendance is the number one success factor. You can't succeed in your classes and get good grades if you're often a "no-show."

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3 Complete homework assignments.

When you do your homework, you get more out of your classes, do better on tests, and get higher grades.

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4 Have a more positive attitude.

Having a positive, can-do attitude can make all the difference. Use positive self-talk and believe in your ability to succeed.

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5 Take better notes.

Since most test items come from material that's been presented in class, it's important to have good class notes to study from. Take organized notes, and underline or highlight the most important information.

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6 *Study more for tests.*

To do well on tests, start studying early, have good notes to study from, and ask questions if there's something you don't understand.

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7 *Be more organized.*

Being organized saves you time and makes you feel like you're more on top of things. Keep your backpack, locker, and study area neat, clean, and organized.

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8 *Manage your time better.*

Look for chunks of time that are wasted, use any extra time during the day to start on your homework, and limit time wasters (e.g., social media, video games).

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9 *Make your education a priority.*

A good education will provide you with many more opportunities in life. Don't let anything get in the way of your schoolwork.

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10 *Ask for help.*

If you're having a problem in a particular class, talk to the teacher. If you're having problems in several classes, or if there's a problem that's making it difficult for you to succeed, see your counselor/advisor.

Choose one of the above items to work on. Which did you choose? What will you do differently?
