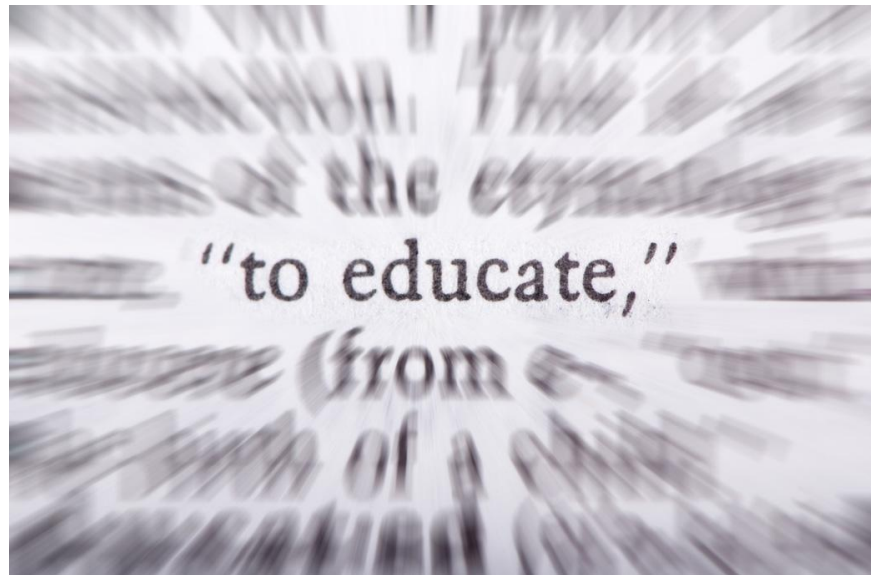




CONCENTRATION: *The act of refocusing the attention upon a single object.*



Barriers to Concentrating

Be aware of these barriers to concentration and work to remove them.

- Boredom
- Anxiety
- Daydreaming
- Hunger
- Fatigue
- Inner distractions – your thoughts and feelings
- External distractions – noise, other people



CONTROL YOUR STUDY ENVIRONMENT

Level One

1. Make your space distraction free.
2. Create conditions conducive to studying.
3. Be sure to get enough sleep.
4. Have all necessary materials available.



CONTROL YOUR STUDY ENVIRONMENT

Level Two

1. Develop reasonable goals for each study session.
2. Decide on an order to complete tasks.
3. Vary the activity.
4. Consciously acknowledge daydreaming distractions, then STOP them.
5. Limit study blocks to about 2 hours before taking a 10 -15 minute break.
6. Plan a reward for when you have completed your goal.



Refocus – How To



- Be well rested and eat well.
- Make a commitment. Put forth the effort to reach a specific goal.
- Develop the skill to complete individual tasks.
- Connect new learning to prior knowledge.
- If necessary ask for help, get tutoring.
- Decide to be in a good frame of mind to study.
- Take a 10 – 15 minute break to refresh yourself at the end of each study block.

Refocus – What Else?

- Create enthusiasm to complete the task. Develop an interest; find a good reason to do it such as:
 - To learn more about a subject in which you are very interested.
 - So you can meet the prerequisite to take a future course.
 - So you never have to take this class again.
- Check out some tips to help you focus at the following links:



<http://www.villanova.edu/studentlife/counselingcenter/infosheets/studyskills/concentration.htm>

http://www.utexas.edu/student/utlc/learning_resources/concentration/How_to_Develop_Better_Concentration_While_Studying.pdf

How to Concentrate - Review

- Remove barriers to concentration
- Prepare your environment to be conducive to studying.
- Connect what you are learning to other information you already know.
- Be an active learner.
- Find a good reason to do well.
- Split up the assignment by organizing it into a series of tasks.
- Take a 10 minute break every 1.5 hrs to 2 hours to revitalize.
- Give yourself a reward when you accomplish a task.



Student Success Centers

For more information on being a successful college student contact
the Student Success Center.

119 Payson Smith Hall, Portland

780-4040

119 Bailey Hall, Gorham

780-5652

119 Lewiston-Auburn College, Lewiston

753-6500

or e-mail: studentsuccess@usm.maine.edu

Student Success Advisors are available to help you.