

STUDY SKILLS SELF-EXAMINATION

Name: _____

Organization	FR	SO	JR	SR
I always carry a notebook to class				
I always have a pen/pencil with me.				
I always have an assignment pad.				
I always have an assignment pad.				
I keep different sections in my notebook for each subject area.				
I keep a section in my notebook where I keep handouts.				
I keep a section in my notebook where I keep returned work, quizzes, and tests.				
I arrange/clean my notebook each week.				
I date all notes taken in class.				
1. I always remember to go to my locker at the end of the day to get the proper materials for study at home.				
I keep a monthly calendar of activities and long term school assignments.				
I plan in advance to complete long term school work				
II. Study Habits				
I set aside a specific time every night for homework.				
I study sitting at a table or desk.				
I study in a quiet environment				
I study in 30-40 minute sessions without a break.				
My breaks are only 10-15 minutes long.				
I always remember to bring my assignment sheet home.				
I always remember to bring the necessary books, workbooks, compasses, rulers, etc., home				

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III. Report Writing	FR	SO	JR	SR
<i>I can write a report based on my outline using:</i>				
A. An introductory paragraph				
B. Supporting paragraphs				
C. A concluding paragraph				
<i>I am able to self-correct and revise my final draft:</i>				
A. check for spelling errors				
B. correctly punctuate sentences				
C. check for capital letters				
D. indent for each paragraph				
E. use consistent verb tense				
F. ask for help whenever necessary.				
I know how to write footnotes and a bibliography.				
Personal Assessment				
I establish realistic goals for all classes.				
I chart goals on a weekly basis without constant reminders.				
I maintain a daily record of assignments.				
I am responsible for turning in all homework on time.				
I have a clear understanding of expected academic performance in all classes				
<i>I prepare for tests and quizzes by:</i>				
A. re-reading all class notes				
B. reviewing past homework assignments				
C. reviewing/learning past tests and quizzes				
D. making up practice tests				
I keep my parents informed of my progress				
I am learning not to avoid difficult assignments or situations.				
I keep resource room teachers informed of my progress.				
I apply test taking techniques.				