

Having trouble concentrating? Are you easily distracted?

Try these tips...

Examine your place of study. Make what changes you can to your present place of study, or consider the cafeteria, library or an empty classroom.

- Things to consider: Is there adequate lighting? (A light bulb in your face can cause eye strain.) Does it have adequate ventilation? (Lack of circulating air can make you sleepy.) Does it offer space and comfort? (You need a clear desk for writing and a comfortable chair for reading.) Is it too warm or too cool? (Either extreme can make you sleepy.) Do friends find and distract you easily? (Hide, or learn to say "No, I'm studying,")

Establish a regular routine of eating, sleeping and exercise.

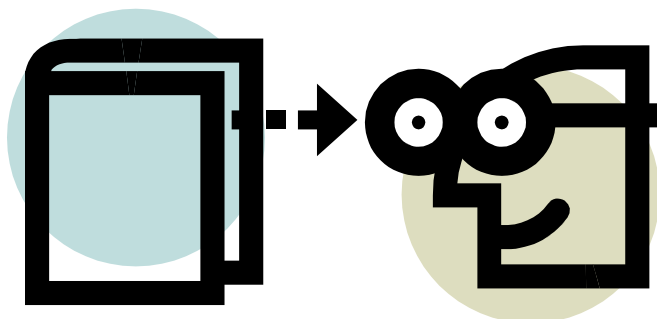
- The ability to concentrate depends on adequate sleep, decent nutrition, and the increase in well-being that comes with exercise. Maintain all three to help achieve higher marks.

Bring interest into the material and a sense of purpose to the task.

- Human beings are bored by what is not relevant to them. You may need to create relevance - by talking to others, or by relating the material to what interests you.

Establish rewards for accomplishments.

- Human beings work best with positive reinforcement.



**Provided by the University of Waterloo Counseling Services*