

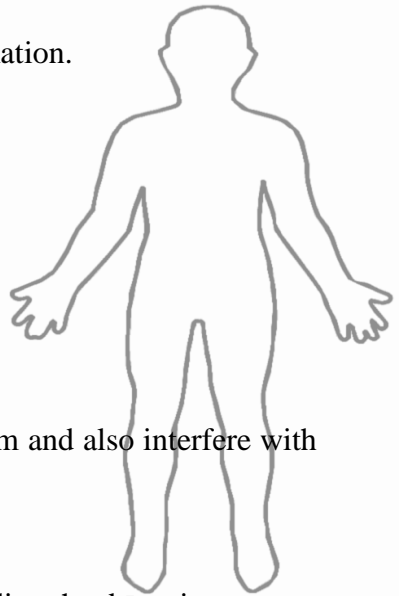
WORKING WITH YOUR BODY AND MIND

You cannot expect your mind and body to do more than they are made for. There are some basic facts that are true to all human minds and bodies. Begin to plan studying, or other activities, using the following ideas.

YOUR BODY

A stressed body hinders your ability to understand and remember information.

- Things that stress the body are
 - prolonged emotional anxiety
 - inadequate sleep or exercise
 - imbalanced diet or excessive amounts of refined sugar
- Alcohol, caffeine, marijuana, and other drugs strain your system and also interfere with your ability to sleep.
 - Caffeine can keep you from sleep.
 - The other substances interfere with the sleep cycle, including the dreaming process, essential to truly restful sleep.



YOUR MIND

Learn how to treat your mind right.

- Understanding is not the same as learning. Remember those times you understood something perfectly in class, but when you started your homework, you could not do it? What was missing was memory.
- Every mind has a different information absorption rate. An absorption rate can be increased through constant practice and regular studying.

- Studying is like exercising; the more you work out, the easier exercising becomes. Like exercising, you must start studying slowly and work up.
 - Just as you should vary the kinds of exercise you do, you should also vary the subjects you study at one sitting. Try studying a different subject every hour or hour and a half.
 - Studying over a greater period of time, such as a couple of weeks, is easier than trying to take in four week's worth of material in five hours of last minute cramming. It is mentally impossible to retain this much information in such a brief span of time and your body stresses during this process.
- Research shows that within 48 hours the average person forgets approximately 75% of what was just understood! The same research shows that immediate review and periodic follow-up review not only stop the forgetting process but reverse it to a large extent.
- This explains why reviewing notes for the first time right before the test does not work very well; by that time you've forgotten what your notes mean.
 - A study routine that increases your ability to remember is to spend 10 to 30 minutes reviewing a day's class notes on the same day as the class (immediate review), and then to spend about an hour every weekend reviewing your notes for the whole week (periodic review).
 - At exam time, you will already have learned the material and will simply be reviewing it.
- Research also shows that people have the most difficulty remembering information they do not understand. In other words, if you do not understand something, you will not remember it!

