it right the first time. Organize your notes as you are writing them down so that you can make sense of your notes when you review them without needing to recopy them.

▶ Reviewing Class Notes

- **Review your notes as soon as possible after class.** Write down any questions you may have about the material covered that day. Be sure to get these questions answered during the next class. You can work with friends to use strategies such as Paired Summarizing and L.I.N.K. (See page 878.)
- **Do not wait until the test to review.** By then you will have forgotten a good portion of the material.
- **Be selective about what you memorize.** You cannot memorize everything in a chapter. First of all, it is too time consuming. Second, memorizing and understanding are not the same thing. Memorizing topics as they appear in your notes or text does not guarantee that you will be able to correctly answer questions that require understanding of those topics. You should only memorize material that you understand. Concept Maps and other Reading Organizers, Sequencing/Pattern Puzzles, and Prediction Guides can help you understand key ideas and major concepts. (See pages 868, 875, and 877.)

▶ Working Problems

In addition to understanding the concepts, the ability to solve problems will be a key to your success in chemistry. You will probably spend a lot of time working problems in class and at home. The ability to solve chemistry problems is a skill, and like any skill, it requires practice.

- **Always review the Sample Problems in the chapter.** The Sample Problems in the text provide road maps for solving certain types of problems. Cover the solution while trying to work the problem yourself.
- **The problems in the Chapter Review are similar to the Sample Problems.** If you can relate an assigned problem to one of the Sample Problems in the chapter, it shows that you understand the material.
- **The four steps: Analyze, Plan, Compute, and Evaluate should be the steps you go through when working assigned problems.** These steps will allow you to organize your thoughts and help you develop your problem-solving skills.
- **Never spend more than 15 minutes trying to solve a problem.** If you have not been able to come up with a plan for the solution after 15 minutes, additional time spent will only cause you to become frustrated. What do you do? Get help! See your teacher or a classmate. Find out what it is that you do not understand.
- **Do not try to memorize the Sample Problems; spend your time trying to understand how the solution develops.** Memorizing a particular sample problem will not ensure that you understand it well enough to solve a similar problem.
- **Always look at your answer and ask yourself if it is reasonable and makes sense.** Check to be sure you have the correct units and numbers of significant figures.