

# Study manual

Below you will find descriptions of three methods that can aid your learning. Besides this, the manual also makes suggestions on how you can plan your study time to use these methods in your studies.

## Three methods that research has shown will aid your learning.

### 1. *Deep processing of what you learn*

You will remember information better if you elaborate on it and make it meaningful, rather than simply reading the words.

- Create questions for yourself while you read which you can use to test yourself later. Use, for example, headings and concepts as a basis for your questions.
  - When possible, write your questions in the form of "why" questions. For example, why are polar bears white?
- Write answers to your questions. If possible, do the following in your answers:
  - Write as if you were explaining to a person who has not learned what you have learned.
  - Use concrete examples to clarify.
  - Connect what you write to yourself or your personal experiences.
  - Connect the information with things you have previously learned.
- In the same way, create questions and answers for new information you learn during teacher-led learning.
- Continuously update your questions and answers as you learn more throughout the course.

### 2. *Retrieval practice*

You will remember more of the course material if you test yourself on it instead of simply reading it again. However, it is important that you check that what you remember is correct.

- Test yourself on:
  - The questions you create while you, for example, are reading the course literature.
  - Questions in your course book.
    - Check if your course book has questions at the end of each chapter.
    - Check if your course book has a homepage with practice tests.
  - Old exams and practice tests.
    - When you know the answer to a question, write it down and use it when you test yourself later.
- When you test yourself, first try to remember the answer before you read the answer. Read the answer to check that what you remember is correct.
- Test yourself on other questions before you test yourself on the same question again.

### 3. *Distributed practice*

When you study, you have limited time to study different parts of the course material. You will remember each part of the material better if you spread out your study time for each part over shorter sessions instead of spending all your time in one session. Thus, avoid studying the same information over and over again during the same sessions. Instead, spread out your time.

- The time between the sessions can be hours or days. The main thing is that you spread out your time.
- This also applies to self-testing. Read or test yourself on other material before testing yourself on the same questions again.

## Plan your study time

None of the methods above will make your learning more effective if you do not use them. To use the methods, plan your study time so that you have time to use them. To use the methods, you also need to plan to have time to study the same information multiple times.

Make sure to have time for the following when you plan your time.

- Time to read the course literature according to your course's reading schedule. When you read the course literature, follow the instructions under **Deep processing of what you learn**. Plan enough time to be able to create good questions and good answers.
- Time to test yourself on the information you have learned earlier in the course. When you plan your time, you can, for example, plan to test yourself on the course literature connected to lectures 1 and 2, after you have been to lecture 3. When you test yourself, follow the instructions under **Retrieval practice**.
- Test yourself on the same information at different times throughout the course. Follow the instructions under **Distributed practice**.

You can also think about the following when you plan your study time.

- Use a calendar when you plan your study time.
- Plan time for group assignments.
- When studying full-time, you are expected to study 40 hours each week. That is, 8 hours each day if you only study during weekdays. This time includes both your own study time and teacher-led learning.