

Concentration

The first step is to figure out what impacts on your concentration.

Do any of the statements below apply to you?		
	I am easily distracted when I study.	
	My mind wonders when I read.	
	I can't seem to find the time to study.	
	I tend to procrastinate and put off studying to do something else.	
	My mind goes blank on a test.	
	If I do not like the topic, I lose interest and do not pay attention.	
	If the subject does not relate to my career goals, I lose interest.	
	If an assignment is too difficult, I usually do not stick with it.	
	I do not have a career goal, or a reason to study.	
	It's hard for me to take notes and listen at the same time.	

Some other factors that can impact concentration are:

- Physical distractions Noise, Phone, TV
- Social distractions family, friends, Messenger or Whatsapp notifications
- Lack of study goals
- Being preoccupied with thoughts
- Lack of materials/resources

Strategies for Improving Concentration

Remember: Concentration strategies will require practice before they become habitual. Considerable change will likely occur within 4-6 weeks of practice.

Environment	- Find a comfortable and ventilated study environment
	- Find a place that you use exclusively for study so that
	the environment becomes associated with concentration
	- Make sure you have everything you need to study
Be Comfortable	- Make sure you have adequate light
	- Sit up straight to aid concentration
	- Avoid studying in bed, so it is associated with sleep
Reduce Distractions	-Take the phone off the hook (or aeroplane mode) turn off
	the TV, etc.
	-Clear away clutter and distractions
	-Try not to get annoyed with distractions, that will make
	them more influential
"Park" Your Worries	-Create a "concern" notebook and every time your mind
	wanders to a worry, record your thoughts
	-Notice themes and take action to address your concerns
Schedule "Worry" Time	- Set aside a specific time each day to think about concerns
Schedule Your Time	- Estimate the number of hours you will need to study for
	each course each week; identify other fixed obligations
	- Create a schedule with adequate study time
Goal Setting	Write up a list of tasks and their deadline for each subject
	Goals should be:
	- Meaningful & Desired - Realistic & Achievable
	- Specific & Defined - Stated in the Positive
	- Internalized - In Writing
	- Measurable - Prioritized
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Think Small	- Break study goals into small achievable tasks
Honour Your Body	- Eat healthy, get enough sleep and exercise frequently
	- Attend to any medical or health concerns
	- Allow for love, laughter, leisure and personal interest time
Take Breaks	- Take short breaks; concentration time is approx 20 -50min
	- Take a walk, oxygenate your brain which helps alertness
Change is Good	- Every couple hours change the subject you're working on
	- You pay more attention when your mind is challenged with
	new information
Reward Yourself	-Give yourself a reward when you have completed a task
	-Keep the task small and reward meaningful
	-For major assignments choose special incentive rewards
Active Study Methods	- Ask yourself questions, dialogue with your material, quiz
	yourself, summarize, take sides of an argument, critique
Chart Energy Levels	- Note when you study best and schedule your more
	demanding or less interesting material for these times

Write down your top 3 obstacles that impact on your concentration, come up with a solution for each. Try out 1 or 2 of your solutions this week.

Obstacle Solution 1.

2.3.