

25 College Productivity Tips



Notes:

- 1. Print Lecture Slides Before Class
- 2. Use "Fun" Paper
- 3. Write with Colored Pens
- 4. Use an iPad or Tablet
- 5. Use Noteshelf or Notability
- 6. Record Lectures
- 7. Use a Stylus for Handwritten Notes
- 8. Bring Whiteout if you use pens
- 9. Re-write Notes to Help Study

Study:

- 10. Flashcard
- 11. Copy Notes – make them 'Prettier'
- 12. Make Colorful Study Guides
- 13. Have Snacks, Water, etc. Ready to go
- 14. Set a Time Goal... study for 15, 30, or 60mins.
- 15. Do not do Anything Until You've met Your Goal

- 16. Use Tomato Timer to Help Stay on Track!
- 17. Have a Friend Quiz you
- 18. Pack Your Backpack the Night Before

Organize:

- 19. Plan Your Outfit the Night Before
- 20. Have a Planner or Agenda
- 21. Use Tabs & Dividers to Organize Notebooks
- 22. Keep your Desk/Work area clean

Lists:

- 23. Make a Weekly To-Do List
- 24. Create a Study Spot List
- 25. Prioritize Your Tasks High to Low

Make and Share Free Checklists
checkli.com