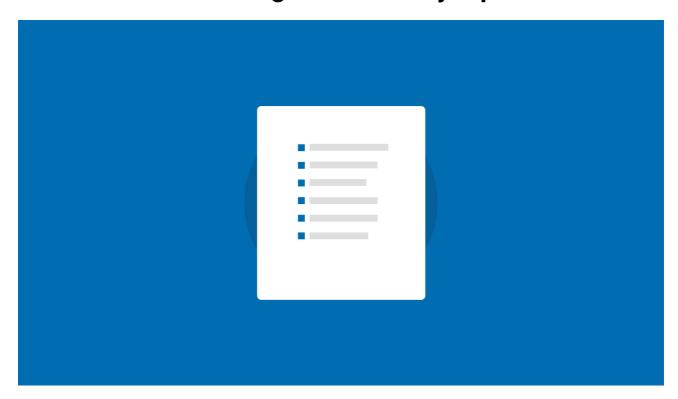
## **25 College Productivity Tips**



## 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