DECIDE

What is the best source? Sometimes your lecture notes are better than the text; sometimes the text is better than lecture notes. Choose your main source of information. In either case, you still need to read the text.

PREVIEW

Review headings, introductions, summaries, and the questions at the end of the chapter. Create some questions to answer from the headings in the chapter.

READ

Read the material—actively, with an intent to understand.

- Read to answer the questions you created
- Know what every word and symbol mean—if you don’t know, find out.
- Change abstract formulae to verbal explanations or graphic representations
- Analyze example problems—what concepts, formulas, or rules were applied; what methods were used and why; what was the first step?
- Redo the problems; explain them verbally to a friend and write the explanations on paper; draw your own diagrams (don’t just look at the ones in the book); find example problems from the book and do them.

REVIEW  the material—before the next class

- Decide how this material relates to previous lessons
- Remind yourself of new concepts learned
- Recall the material (with the book closed)
- Re-skim the chapter again