

Dear MEC740 Students:

I am committed to assist you in learning well the course of Environmental Control in Buildings. Please feel free to ask me questions until you understand the materials.

If you ask me how I survived well in my undergraduate, I can tell you that it was my attitude toward study and hard work. It was no magic! It was just a matter of cause and effect. I made a cause of determining and taking action to study hard, and the effect was good results. Remember, what you learn today will benefit your future life-long career. You are building the foundation of your life.

The following are some study tips that I obtained from McGraw-Hill website. I can relate to some of them because I had the same experience. I hope that they will improve your effectiveness in your study.

Study Tips

There are many different ways to study. The trick is to find the study tips that work best for you. The following list are tips that have worked best for the greatest number of people. Some of them may work for you, some of them won't, but try them all and work out your own study plan.

Study in the Same Place

Find a quiet place, away from distractions, with as much room as you can find. Study at the same place every time. A desk in your room, the kitchen table or the local library. Laying down on your bed or sprawled across the living room rug are generally not good study places.

Study at the Same Time

What time is "your time"? Preferably the same time every day and not too late in the evening.

Eliminate Distractions

No TV, no people around, turn down the music and forget the phone. Painful, but necessary. When it is time to study, you put 100% of your effort into study. When it is time to play, you also enjoy it 100%. Half-heartedness will not achieve much!

Do the Hard Stuff First

If you are dreading a particular assignment, or know it requires a lot of extra effort, do it first. Your brain will be fresh. Besides, you won't have to dwell on it while you are working on other homework.

Schedule Long Term Projects

Break the large projects into smaller ones to make them manageable. Write the draft, review, write the biography, and finalize. Set short term deadlines for each small task.

Review Regularly

Review notes regularly - an hour every night will pay off considerably at exam time. The students who did poorly in tests and exams are usually the last-minute type, which is usually too late, especially for technical subjects.

Schedule Each Homework Session

Break up your study time and schedule each task. For example, you can schedule Monday as your Calculus day. You will first review notes, study the text, and then do assignment on Calculus. In this case, your mind is focused and effective.

Avoid Doing a Marathon

If you've followed the previous tips, this last one should never happen. However, you need to know that marathon study sessions are the least productive way to study.