

### --Avoid Distractions

This has been aid many times..it cannot be overemphasized. Turn the television off. Use the radio if you can hear music and not have to sing along. Anything in the area that interferes with your concentration is not a help to study. It is true that some students are not bothered by these things but they are such rare persons as to need no help in how to study! For most men and women, an event on television that needs watching is the absolute ruin of a study period.

### --Establish useful routines

They should not be slavish but when will you study Hebrew? When will you prepare a message for homiletics? When will you do research for your paper? A comprehensive plan for when and where you will do these things works wonders with time and study accomplishment. The daily schedule cannot be too tight. There needs to be some alternate planning in case you do not need as much time for one project as you had expected to need when you prepared the schedule. Do not go beyond your planned time, however. If you need more time, plan better for another day for if you rob from one segment of your program to feed another you will wind up behind in both. Believe me! Consider the study plan in the appendix as an illustration as to how this is done.

### --Review Continuously

Review is a key to most study procedures and it involves the calculated reassessment of the materials for learning. Review and repetition are needed words in study vocabulary and the following methods of ideas are useful in establishing a good review program.