

ECI College Success Program Study Skills Diagnostic

The purpose of the questionnaire below is to help you look at some of your study habits and routines. Use the 1-5 scale below to indicate how often each statement applies to you. Put the number of corresponding to your answer in the blank provided. At the end of each section, total the column. Pay attention to your highest and lowest scores as they will indicate stronger and weaker areas. Remember, this just a guide to help give you a general idea of how you view your abilities and to think about areas that might be in need of more focus and attention as we progress through the course. So, **be honest about your habits, behavior and routines in your responses since that will provide the most useful information.**

1	2	3	4	5
never, no, not at all	rarely, not much, once in a while	sometimes, a little, unsure	often, somewhat, usually	always, yes absolutely

TIME MANAGEMENT/PROCRASTINATION

- _____ 1. I arrive at classes and other meetings on time.
- _____ 2. I devote sufficient study time to each of my courses.
- _____ 3. I schedule definite times and outline specific goals for my study time.
- _____ 4. I prepare a "to do" list daily.
- _____ 5. I avoid activities which tend to interfere with my planned schedule.
- _____ 6. I use prime time (when I am most alert) for study.
- _____ 7. At the beginning of the term, I make up daily activity and study schedules.
- _____ 8. I begin major course assignments well in advance.
- _____ 9. I believe there is enough time in the day for all the things I need to do.
- _____ 10. I complete and submit my assignments and papers on time.

_____ **TIME MANAGEMENT/PROCRASTINATION TOTAL**

CONCENTRATION/MEMORY

- _____ 1. I have set place where merely being there at a certain time means it's time to study.
- _____ 2. I study in a place free from auditory and visual distractions.
- _____ 3. I find that I am able to concentrate and give full attention to tasks for at least 20 minutes.
- _____ 4. I am confident with the level of concentration I am able to maintain.
- _____ 5. I have an accurate understanding of the material I wish to remember.
- _____ 6. I learn with the intention of remembering.
- _____ 7. I practice the materials I am learning by reciting out loud.
- _____ 8. I readily recall material I have studied during stressful tests.
- _____ 9. I use have strategies for improving my concentration when I'm nervous.
- _____ 10. I can remember definitions, historical dates and math formulas once I study them.

_____ **CONCENTRATION/MEMORY TOTAL**

STUDY AIDS & NOTETAKING

- _____ 1. While I am taking notes I think about how I will use them later.
- _____ 2. I understand the lecture and classroom discussion while I am taking notes.
- _____ 3. I know how to organize my notes in a meaningful manner (such as outline or Cornell notes).
- _____ 4. I review and edit my notes systematically.
- _____ 5. I take notes on supplementary reading materials (handouts, cited websites, etc.).
- _____ 6. I have a system for marking important information in textbooks.
- _____ 7. When reading, I mark or underline parts I think are important.
- _____ 8. I know how to take notes in different ways for different subjects so that I understand better.
- _____ 9. I am able use my notes to get all of the important information I need to prepare for tests.
- _____ 10. I am able to keep up with the teacher and take notes in my own words when in class.

_____ **STUDY AIDS & NOTETAKING TOTAL**

TEST STRATEGIES & TEST ANXIETY

- _____ 1. I try to find out what the exam will cover and how the exam is to be graded.
- _____ 2. I feel confident that I am prepared for the exam.
- _____ 3. I try to imagine and write possible test questions during my preparation for an exam.
- _____ 4. I take time to understand the exam questions before starting to answer.
- _____ 5. I follow directions carefully when taking an exam.
- _____ 6. I usually get a good night's rest prior to a scheduled exam.
- _____ 7. I am calmly able to recall what I know during an exam and usually well prepared.
- _____ 8. I understand the structure of different types of tests and am able to prepare for each type.
- _____ 9. I enjoy the challenge of tests and take it as an opportunity to show what I learned.
- _____ 10. I am able to finish and review my test in the time allotted.

_____ **TEST STRATEGIES & TEST ANXIETY TOTAL**

INFORMATION PROCESSING & HIGHER ORDER THINKING

- _____ 1. When reading, I can distinguish readily between important and unimportant points.
- _____ 2. I break assignments into manageable parts.
- _____ 3. I maintain a critical attitude during my study—thinking before accepting or rejecting.
- _____ 4. I relate material learned in one course to materials from other courses.
- _____ 5. I try to organize facts in a systematic way.
- _____ 6. I use questions to better organize and understand the material I am studying.
- _____ 7. I am able to identify the themes and main ideas of what I read.
- _____ 8. I solve a problem by focusing on its main point.
- _____ 9. I understand the main point of poetry and literature and can usually find connections to it.
- _____ 10. I usually understand the meaning of all the words in my textbooks and class readings.

_____ **INFORMATION PROCESSING & HIGHER ORDER THINKING TOTAL**

MOTIVATION & ATTITUDE

- _____ 1. I sit near the front of the class if possible.
- _____ 2. I am usually alert and prepared for class.
- _____ 3. I ask the instructor questions when I need clarification or don't understand.
- _____ 4. I volunteer answers to questions posed by instructors in the class.
- _____ 5. I enjoy participating in meaningful class discussions.
- _____ 6. I attend class regularly.
- _____ 7. I take the initiative in group activities.
- _____ 8. I enjoy learning new things and tend to develop an interest in the material I study.
- _____ 9. I think about my dreams for the future and actively do things to make them a reality.
- _____ 10. I have my own reasons for wanting to perform well in school.

_____ **MOTIVATION & ATTITUDE TOTAL**

SELECTING MAIN IDEAS, SELF-TESTING & READING

- _____ 1. I survey/skim each chapter before I begin reading.
- _____ 2. I follow the writer's organization to increase meaning and my understanding.
- _____ 3. I review reading material several times during a semester.
- _____ 4. When learning a unit or chapter of material, I summarize it in my own words.
- _____ 5. I am comfortable with my reading rate.
- _____ 6. I look up parts of the text or complex words that I don't understand.
- _____ 7. I like reading and read for my own pleasure.
- _____ 8. I am able to focus on what I am reading without becoming distracted.
- _____ 9. As I read I record questions and comments in the text itself or on post-its or notebooks.
- _____ 10. I consider myself a good reader.

_____ **SELECTING MAIN IDEAS, SELF-TESTING & READING TOTAL**

WRITING & RESEARCH

- _____ 1. I find that I am able to express my thoughts well in writing.
- _____ 2. I write rough drafts quickly and spontaneously from notes.
- _____ 3. I put aside a written assignment for a day or so, then rewrite it.
- _____ 4. I do a good job reviewing my writing for grammatical errors.
- _____ 5. I have someone else read my written work and consider their suggestions for improvement.
- _____ 6. I am comfortable using library resources for research.
- _____ 7. I am able to narrow a topic for an essay, research paper, etc.
- _____ 8. I allow sufficient time to collect information, organize material, and write the assignment.
- _____ 9. When I am writing a timed essay I brainstorm specific examples to prove my point.
- _____ 10. I am able to finish essays on tests without being worried about running out of time.

_____ **WRITING & RESEARCH TOTAL**

ORGANIZING SPACE AND PAPERS

- _____ 1. I have an organized way (binders, folders, etc.) for carrying papers back and forth to school.
- _____ 2. My papers are organized in a binder, folder or envelope by subject and date.
- _____ 3. When in class I have the textbooks, notebooks, paper and other tools I need.
- _____ 4. I have a filing system at home for papers I don't need to carry back and forth to school.
- _____ 5. I have a pleasant place to study that is stocked with supplies like a dictionary, stapler, etc.
- _____ 6. My locker, desk and backpack are free of loose paper and miscellaneous junk.
- _____ 7. I can easily find assignments, home-work or hand-outs from earlier in the school year.
- _____ 8. I remember to hand in assignments and make sure I get credit for them.
- _____ 9. I use a planner to keep track of test dates and when my assignments are due.
- _____ 10. I have a specific place where I write down my assignments for each subject.

_____ **ORGANIZING SPACE AND PAPERS TOTAL**

Record your scores in each study skills area in descending order from the highest to lowest score. Higher scoring areas indicate areas where you feel more confident. Lower scoring areas show where you need to more pay more attention to improvement.

Rank	Total Score	Study Skills Area