

A Lifetime Of Good Study Habits With Organization Expert Cyndi Seidler

(NAPSA)—Studying at any age is an exercise in discipline—Whether learning the ABCs for the first time or returning to school after years off, cramming for an exam or doing nightly homework assignments. Whatever the circumstances, studying effectively takes organization, preparation and dedication.



Creating a proper study area is the first step towards getting organized. Whatever the location chosen, how a study “headquarters” is set up affects one’s ability to stay focused. This includes desk and accessories, study aids, a filing system for class materials, and good lighting.

When a traditional desk isn’t possible or practical, for reasons of expense or space, it can be as easy as unfolding a table and chair. The Lifetime® Personal Table™ is a great option to use as a desk space—perfect for dorm rooms, small apartments, bedrooms or creating an out-of-the-way space—and like all Lifetime folding tables and chairs, it is durable, sturdy and extremely portable.

Following are more tips to get organized and make every study session productive and successful.

- Establish the best study conditions and setting. Is it alone or with friends? With music or in a quiet setting? Consider setting up a study group to improve one’s studies.
- Remove distractions. Is the study area in a high-traffic area? Are there frequent interruptions? Is the TV on? Avoid disturbances and outside noise as best as possible.
- Set up a disciplined homework routine. What time of day



are you at peak performance (mentally most alert)? Part of learning to manage time is to create a routine time of day for studying.

- Keep a daily schedule. Delegate the amount of time needed for the most important studying priorities. Plan studying in blocks of time (e.g., math assignment, science paper).
- Create an Assignment Board. Use a self-made vertical calendar chart on a magnetic and erasable board. This Board breaks down assignments into component parts with specific tasks involved in the project. Time to study for exams is also included on the Board.
- Use tools that motivate and encourage learning. If it’s affordable, get a computer. There are many learning software programs that are fun and stimulating.

Cyndi Seidler is a professional organizer, author and host of the upcoming television show, Organized Living, scheduled to air in early 2004. For more tips from Cyndi, visit www.organized-living.com. For more information about Lifetime Products, Inc., visit www.lifetime.com or call 1-800-225-3865.