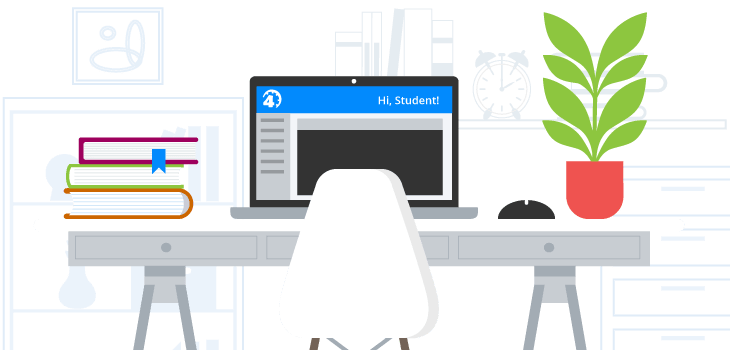
Hey Guys,

Are you having trouble studying and staying focused on your school work?

Do you doze off in bed when trying to learn about the ***range and nature of archaeological and written sources for the study of the cities of Pompeii and Herculaneum***, or get tied up with distractions around the dining room table when you’re supposed to be focusing on ***chemical reactions which incorporate organic compounds and acid/base equilibrium reactions?***

Finding a better study space may be your answer.

With the right equipment, some planning and organization, and a personal touch, you can carve out a better studying oasis that might improve your results.



**TIP 1**

**Find a good desk (or table) and chair.** You want to be comfortable, but not so comfortable that you lose focus or fall asleep.

(Your bed’s not the greatest option for school work/study, it turns out.)

 You also need adequate workspace to spread out.

* Find a desk or table with a top that rests somewhere between your waist and ribcage when you sit at it, so that your elbows can rest easily upon it without having to hunch your shoulders forward. You also want to be able to rest your feet flat on the ground.
* Use a comfortable chair that fits the height of the desk / table. You may want to skip the fancier desk chairs that rotate, roll, recline, lift, etc., if these will only become distractions.
* If you are using a computer, you want enough space to place it about 0.5 - 0.8 metres away from you

**TIP 2**

**Ensure adequate lighting.** A study area that is too dark will not only make it easier to nod off, it can exacerbate eye strain, which will put a damper on any study session. Harsh lighting, such as fluorescent light, can be bad for your eyes too. Use a desk lamp to focus light on your workspace, and also a nearby table or overhead light to brighten the area.

* If natural light is available, certainly make use of it. Be aware, though, that while the natural light provided by a window can be refreshing and calming, the temptation to stare out the window may hamper your studying. Consider draperies or translucent blinds, or face away from the window.

**TIP 3**

**Gather your supplies.** Make sure you have all the materials you need for studying close at hand, so you don’t waste time fumbling around for a ruler or pencil lead refills.

* Keep classic school supplies like pens or pencils, erasers, paper, notecards, highlighters, and so on in assigned areas on the desk or in a handy drawer.
* Keep a traditional pocket dictionary, thesaurus, and calculator nearby, even though your phone can probably do the jobs of all three. Using your phone to do long division or spell-check is an open invitation to distraction by the million other things you can do on it

**TIP 4**

**Keep things organized.** Make use of the desk drawers to keep things you need close by but not spread out all over the desktop. If you don’t have enough (or any) drawers, use boxes, small crates, etc. that you can stack on the desktop along the perimeter of your study area.

* Organize your study materials by course / subject in folders or binders. Mark each clearly and store them for easy access.
* You can also organize assignments and notes by using bulletin boards, cork tiles, and wall calendars.

**TIP 5**

**Avoid snacking while studying.** Studying is hard, hungry work, but you need to be careful. It’s easy to nibble into oblivion when you’re hitting the books. Junk food in particular is a bad idea. If you have to have some snacks handy, choose fresh fruits, vegetables, or whole-grain snacks like crackers.

* Try to avoid over-consuming sugar and caffeine while studying. These can make you feel jittery and lead to “crashes” later.
* Try saving your snack for when you take a study break. You’ll be more aware of what you’re eating, and it’s a nice way to reward yourself for a job well done.
* Don’t ignore your body’s needs, though. Set yourself a meal or snack break, or give yourself a specific amount of time before you replenish your coffee. This way, you take care of your mind *and* your body.

