

**PRE-CLASS: Reading, Note-taking and Briefing**

*Read Actively* – underline, star or write in the margins

*Vocabulary* – look up words and phrases you do not understand

*Brief Cases* – summarize cases, noting the important facts and issues

*Context* – think about how the readings fit into topics already discussed and into the course overall

**TIPS:**

- Ask questions as you read and evaluate the decision - do you agree with the outcome?

**USEFUL TOOLS:**

- Legal dictionaries
- Recommended texts



**IN CLASS: Be Engaged**

*Quick Review* – immediately before class scan readings and notes from the previous class

*Think Actively* – record and reflect on your prof's hypotheticals, conclusions and questions

*Avoid Distractions* – sit near the front and ask questions, stay offline and off of your phone

**TIPS:**

- Avoid writing everything the prof is saying word for word. Instead, actively listen and note important points and the overall meaning of discussions.

**USEFUL TOOLS:**

- Creating your own system of abbreviations to make note-taking more efficient.
- Your reading materials. Have them handy to highlight important paragraphs of cases or statutes.



**POST CLASS: Reviewing**

*Review Often* – review class notes soon after class and continuously after you learn new materials

*Reflect* – think about how issues and cases fit together, ask yourself about the "bigger picture"

*Discuss* – review concepts with classmates to fill in any missing information and better grasp difficult issues

*Question* – read your notes and ensure you understand them, highlight any questions you may have

**TIPS:**

- Avoid extensive procrastination, but also reward yourself for completing tasks.
- Analyze how the law applies to the facts and think about how the law might apply to a different set of facts.

**USEFUL TOOLS:**

- Your profs. Ask them for clarification at the next class or visit their office hours.
- Your classmates. Form study groups to discuss materials and share study tips.