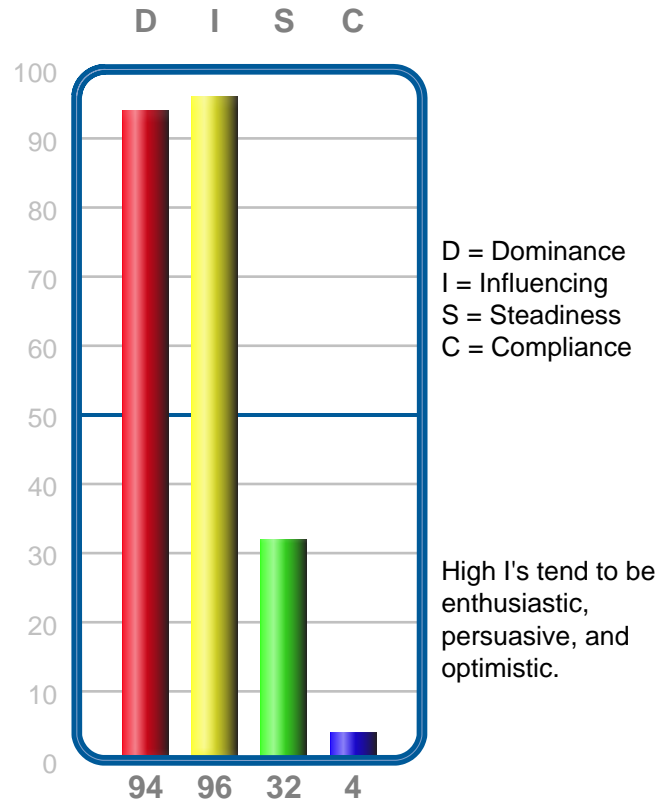


Sheri likes feedback from her manager on how she is doing. She is optimistic about her ability to do any job. She projects a self-assured and self-confident image. She does not like close supervision.

Top 5 Skills

Personal Skills Ranking	
1	Goal Orientation
2	Creativity/Innovation
3	Leadership
4	Interpersonal Skills
5	Flexibility

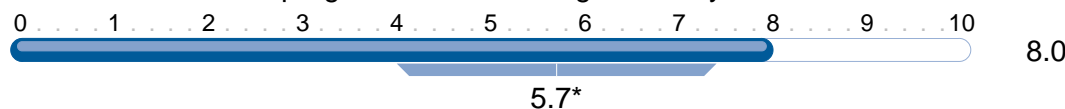


Strengths

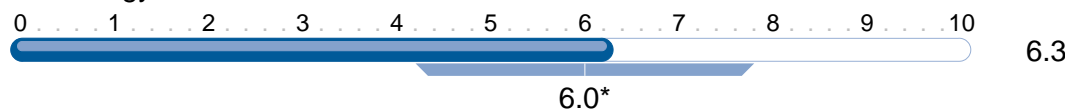
- Sings the praises of peers and the contributions others make.
- Good at promoting causes that improve society.
- Promotes efficiency and results.
- Resourceful and influential in creating effective results.
- Looks for a better approach to help others.
- Can be resourceful to influence others to get results.

Top 2 Motivators

1. Social - Rewards those who value opportunities to be of service to others and contribute to the progress and well being of society.



2. Utilitarian/Economic - Rewards those who value practical accomplishments, results and rewards for their investments of time, resources and energy.



Value to a Team

Can support or oppose strongly.
Motivates others towards goals.
Inner-directed rather than tradition-directed--brings fresh ideas for solving problems.

Optimistic and enthusiastic.
Has the confidence to do the difficult assignments.
Positive sense of humor.

Sheri Smith
4-13-2014



TABLE OF CONTENTS

MORE THAN A SCORE

We believe that you were born with a unique set of strengths. Standardized test scores and GPA measure only a fraction of your abilities. Indigo measures a much wider range of attributes, helping you to discover areas in which you will thrive.

THERE ARE 4 SECTIONS TO THIS PROFILE:

1. **Summary** - This section summarizes the most important pages in the report.

2. **Style** - *"How you do things."* This section describes your behavioral style.

Knowing your style helps you choose an environment in which you will thrive.

3. **Motivators** - *"Why you do things."* This section describes what motivates you.

Knowing your motivators helps you choose a college program and career that is personally meaningful.

4. **Next Steps** - This section provides possible career ideas.

SUMMARY: YOUR STRENGTHS

- Sings the praises of peers and the contributions others make.
- Good at promoting causes that improve society.
- Promotes efficiency and results.
- Resourceful and influential in creating effective results.
- Looks for a better approach to help others.
- Generous and effective with their time, talent, and resources.
- Can be resourceful to influence others to get results.
- Very creative in solving problems.

SUMMARY: YOUR IDEAL WORK ENVIRONMENT

An ideal working environment for you should include elements from this list.

- An innovative and futuristic-oriented environment.
- Work tasks that change from time to time.
- Tasks involving motivated groups and establishing a network of contacts.
- An environment where direct, bottom-line efforts are appreciated.
- The experience is seen as a part of the desired return on investment.
- Optimism about expected results is not frowned upon.
- Ability to utilize own strengths to help others achieve results.
- Rewards based on group "wins", not just individual contributions.
- Ability to showcase altruistic achievements in order to get others involved.

SUMMARY: THINGS YOU MAY WANT FROM OTHERS

People are more motivated when they choose careers and college programs that satisfy their unique set of "wants".

Sheri wants:

- A friendly work environment.
- Opportunity for rapid advancement.
- Freedom from control and detail.
- Opportunities for achieving things faster that are bigger and of more value.
- Public recognition of financial rewards for returns and efficiency.
- To be the spokesperson for team and organizational accomplishments.
- To get results through her ability to help others and champion causes.
- To be seen as a person who helps others, both on and off the job.
- The flexibility to be creative in the way she and the organization help others and causes.

SUMMARY: YOUR SKILLS

*This page shows 23 skills that are important in the world of work. The key to success is utilizing your strengths while minimizing your weaknesses. You have greater potential in areas where you have natural talent. When looking at the list, think of those skills at the top as the ones that come more naturally to you, thus requiring less energy. Think of the skills at the bottom of the list as requiring more energy. There may be skills ranked low on the list that you can learn to do well with more experience. **For more on each skill, please visit www.IndigotheAssessment.com.***

	Personal Skills Ranking
1	Goal Orientation
2	Creativity/Innovation
3	Leadership
4	Interpersonal Skills
5	Flexibility
6	Persuasion
7	Futuristic Thinking
8	Employee Development/Coaching
9	Management
10	Personal Effectiveness
11	Decision Making
12	Empathy
13	Written Communication
14	Continuous Learning
15	Conflict Management
16	Customer Service
17	Presenting
18	Negotiation
19	Analytical Problem Solving
20	Teamwork
21	Diplomacy
22	Planning/Organizing
23	Self-Management (time and priorities)

Note: Don't be concerned if you have not developed all 23 personal skills. Research has proven that individuals seldom develop all 23. Development of the most important personal skills needed for your personal and professional life is what is critical.

Well Developed
 Developed
 Moderately Developed
 Needs Development

SUMMARY: SOME POTENTIAL CHALLENGES

The areas below are things to be careful of because they may create roadblocks to your success. Identify any areas that may be affecting your success now and develop an action plan to overcome these challenges.

- May overestimate the impact she can have on others.
- Would rather take responsibility for others' actions than have a difficult conversation with a direct report.
- Struggles balancing financial advice with actual results.
- Overestimates what others will contribute.
- Can sometimes lack diplomacy in offering assistance.
- Method of helping others is not negotiable.
- May tend to flaunt success and use money as a scorecard.
- May offend others with too much discussion of results.

STYLE: YOUR STYLE

This describes your basic, natural behavioral style. Everyone is different and there is no right or wrong way to be.

Sheri likes feedback from her manager on how she is doing. She is optimistic about her ability to do any job. She projects a self-assured and self-confident image. She does not like close supervision. Sheri likes to develop people and build organizations. She, as a manager, supervisor or group leader can use her people skills to build group involvement and increase participation from the group. She tries to influence others through a personal relationship and many times will perform services to develop this relationship. She likes to get results through others. She is at her best when she has people working with her. Sheri has a strong ego and usually projects this ego in friendly terms. She is driven by status and power.

Sheri is good at giving verbal and nonverbal feedback that serves to encourage people to be open, to trust her and to see her as receptive and helpful. She may leap to a favorable conclusion without considering all the facts. She believes rules exist to serve rather than to be followed by her. Sometimes she will seek the quick and simple decision. Her aversion to detailed work motivates her desire for simplicity. Because of her trust and willing acceptance of people, she may misjudge the abilities of others. She tends to break the rules and then attempts to sell you on the fact it was the proper thing to do. She can make decisions even though some of the facts to support the decision may be missing. She may be inconsistent in disciplining others.

Sheri tends to influence people to her way of thinking by using verbiage as compared with others who like to use reports. She will know many people. She has a tendency to be a name dropper. She may do this without thinking, trying to establish rapport with people she may not know well. She has the ability to look at the whole problem; for example, thinking about relationships, being concerned about the feelings of others and focusing on the real impact of her decisions and actions. She is good at negotiating conflict between others. Sheri feels that "if everyone would just talk it out, everything would be okay!" Sheri is people-oriented and verbally fluent. She usually uses many gestures when talking. It is important for Sheri to use her people skills to "facilitate" agreement between people. She tends to look at all the things the group has in common, rather than key in on the differences. She judges others by their

STYLE: YOUR STYLE

verbal skills and warmth.

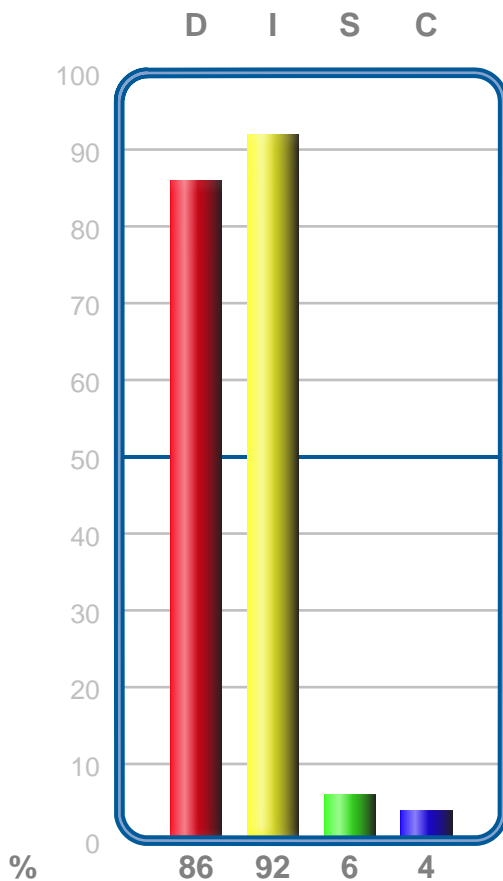
STYLE: YOUR STYLE INSIGHTS® GRAPHS

The graphs below represent your adapted and natural behavioral styles based on the DISC model. D stands for dominance. I stands for influencing. S stands for steadiness. C stands for compliance. The graph on the right represents your natural style and the graph on the left represents your adapted style based on current circumstances. **Please see the following page for information on how to read your graphs.**

MOST

Graph I

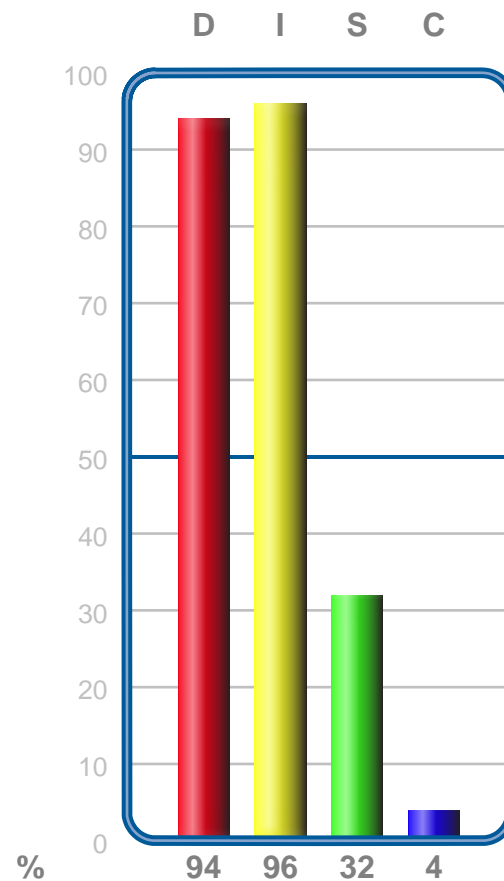
Adapted Style



LEAST

Graph II

Natural Style



Norm 2014 R4

STYLE: HOW TO READ THE GRAPHS

When looking at the graphs read your Natural Style graph first. Your Natural Style graph is on the right. This graph describes how you tend to behave naturally in non-stressful conditions. To read your natural graph start with the red "D" bar on the left and end with the blue "C" bar on the right. Each colored bar has a meaning that is briefly described below. Scores above 50 are high in that behavioral style. Scores below 50 are low. How high or low you score shows how strongly you display that attribute or not. If you are in the middle, it means that your style in that category tends to be moderate. **There is no "correct" score to have. Your personal style is a unique blend of D, I, S, and C.** For more information on DISC please visit – www.IndigotheAssessment.com

D, the red bar on the graphs, stands for Dominance. High D's tend to be direct, forceful, challenge oriented, and bold. Low D's tend to be non-confrontational, low key, cooperative, and agreeable. The emotion associated with high D's is anger. Famous high D's are Hillary Clinton and Donald Trump.

I, the yellow bar on the graphs, stands for Influencing. High I's tend to be enthusiastic, persuasive, talkative, and trusting. Low I's tend to be reflective, skeptical, factual, and matter of fact. The emotion associated with high I's is optimism. Famous high I's are Will Ferrell and Oprah Winfrey.

S, the green bar on the graphs, stands for Steadiness. High S's tend to be steady, patient, predictable, and calm. Low S's tend to be change oriented, flexible, restless, and impatient. The emotion associated with high S's is non-emotional – they do not readily display their emotions. Famous high S's are Michelle Obama and Gandhi.

C, the blue bar on the graphs, stands for Compliance. High C's tend to be analytical, cautious, accurate, and detail oriented. Low C's tend to be independent, unsystematic, stubborn, and unconcerned with details. The emotion associated with high C's is fear. Famous high C's are Al Gore and Hermione from Harry Potter.

NATURAL vs. ADAPTED GRAPHS

Your natural style is on the right and describes how you show up naturally. Your adapted style is on the left and describes how you adjust to fit current circumstances. If you see a large difference between the scores in your natural and adapted style graphs it indicates that you may be feeling stress due to this adaption. If this is true for you, ask yourself, what is the source of this stress? How can I alleviate some of this stress? Please note that as a student you are required to follow certain rules and regulations to graduate. As a result, many students adapt their "C" (Compliance) higher in classroom. This is OK, sometimes we all have to adapt to reach a desired result and you may have to adapt too.

STYLE: WHAT OTHERS MAY VALUE IN YOU

- Optimistic and enthusiastic.
- Pioneering.
- Positive sense of humor.
- Motivates others towards goals.
- Big thinker.
- Negotiates conflicts.
- People-oriented.
- Inner-directed rather than tradition-directed--brings fresh ideas for solving problems.
- Team player.

STYLE: POTENTIAL WEAKNESSES WITH YOUR STYLE

Every behavioral style has inherent positives and negatives. This section lists some possible behaviors that may hold you back in life. Knowing what they are will help you get along with others and reduce stress.

Sheri has a tendency to:

- Be a situational listener if not given an opportunity to tell her ideas.
- Be unrealistic in appraising people--especially if the person is a "friend."
- Act impulsively--heart over mind, especially if her security is not perceived to be threatened.
- Be overly enthusiastic about her own shortcomings (weaknesses) and the shortcomings of others.
- Have difficulty planning and controlling time expenditure.
- Be inattentive to detail unless that detail is important to her or if detail work is of a short duration.
- Underinstruct and overdelegate--will rely on personality as opposed to a disciplined approach to follow-up.
- Take information at face value without validation or substantial investigation.

STYLE: HOW OTHER PEOPLE SHOULD COMMUNICATE WITH YOU...

This page provides other people a list of things to DO when communicating with you. This is how you like to be communicated with. Everyone has different communication styles. Knowing your style and acknowledging other's styles is critical to success in any job or relationship.

Do:

- Define the problem in writing.
- Be brief--be bright--be gone.
- Flatter her ego.
- Confront when in disagreement.
- Read the body language for approval or disapproval.
- Plan interaction that supports her dreams and intentions.
- Expect her to return to fight another day when she has received a "no" answer.
- Provide testimonials from people she sees as important.
- Understand her defiant nature.
- Ask for her opinions/ideas regarding people.
- Talk about her, her goals and the opinions she finds stimulating.
- Provide ideas for implementing action.

STYLE: ... AND HOW OTHERS SHOULD NOT COMMUNICATE WITH YOU

This page provides other people a list of things NOT to do when communicating with you. Everyone has different communication styles. Knowing your style and acknowledging other's styles is critical to success in any job or relationship.

Do Not:

- Give her your opinion unless asked.
- Leave decisions hanging in the air.
- Be curt, cold or tight-lipped.
- Be dictatorial.
- Waste time trying to be impersonal, judgmental or too task-oriented.
- Legislate or muffle--don't overcontrol the conversation.
- "Dream" with her or you'll lose time.
- Drive on to facts, figures, alternatives or abstractions.
- Be paternalistic.
- Talk down to her.
- Hesitate when confronted.
- Let her overpower you with verbiage.
- Ramble.

MOTIVATORS: INTRODUCTION TO WHAT MOTIVATES YOU

This section describes why you do things. Motivators are like an engine beneath the hood of a car. Motivators aren't easily seen from the outside but they are what power you. This is important to your college and career choice because motivators correlate directly to fulfillment and meaning. Most people are happiest selecting a major and career based on their top two motivators.

When interpreting your motivator scores, think of your motivators as related to a fire hose. Your top motivators are a widespread stream that covers all aspects of your life. Your bottom motivators are like a concentrated stream and only appear in specific areas where that motivator matters to you.

The Indigo Assessment measures six motivators:

1. **Aesthetic** – Desire for form, harmony and beauty.
2. **Individualistic** – Desire for control, rank and power.
3. **Social** – Desire to help others and solve social problems.
4. **Theoretical** – Desire to learn for the sake of knowledge.
5. **Traditional** – Desire to live by a set of rules, standards or beliefs.
6. **Utilitarian** – Desire for a return on investment of time, energy or money.

The next page ranks your relative passion for each of the six motivators. The pages following your ranking list your motivators in order of importance to you and how each motivator may affect your life decisions at this time.

For more information about motivators visit www.IndigotheAssessment.com .

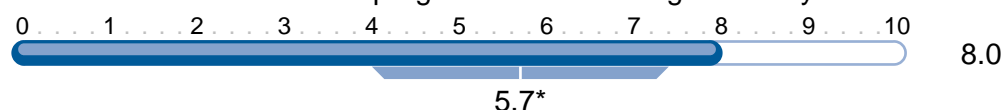
MOTIVATORS: YOUR MOTIVATORS HIERARCHY

Your motivation to succeed in anything you do is determined by your underlying motivators. You will feel energized and successful at work when your job supports your personal motivators. They are listed below from the highest to the lowest.

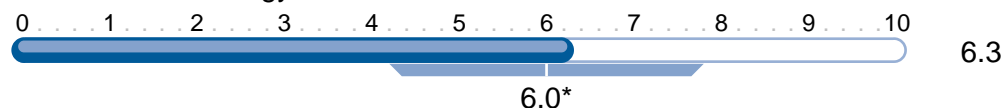
HOW TO READ THE HIERARCHY GRAPH

The bar ranges from zero to ten. Your score is listed on the right hand side of the bar graph and fills in the bar up to your score. The number listed below the bar followed by an * is the population average score. The smaller bar between the population average and the long bar represents the scores for 68% of the population. Notice where your score falls above or below the smaller bar (68% of population). This reveals areas where your motivators may be outside the mainstream and could lead to conflict. The further your score falls above mainstream, people will notice your passion about that motivator. The further your score falls below mainstream, people will view you as indifferent and possibly negative about that motivator. If all of your motivators are near the population average it could indicate that you are in a time of searching and you may be asking yourself questions like, "What is most important to me? What am I most passionate about?" If this is the case, you may want to try many experiences to discover what makes you feel most alive.

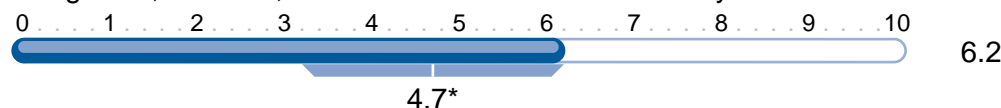
1. Social - Rewards those who value opportunities to be of service to others and contribute to the progress and well being of society.



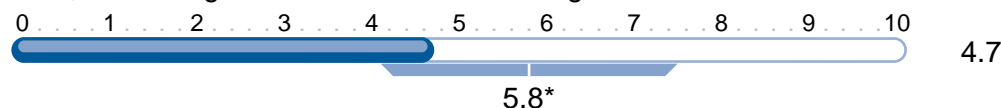
2. Utilitarian/Economic - Rewards those who value practical accomplishments, results and rewards for their investments of time, resources and energy.



3. Individualistic/Political - Rewards those who value personal recognition, freedom, and control over their own destiny and others.



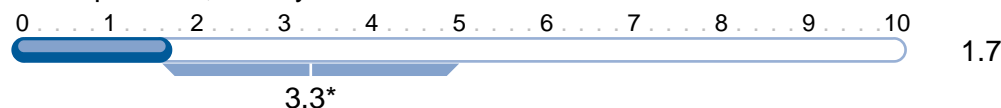
4. Theoretical - Rewards those who value knowledge for knowledge's sake, continuing education and intellectual growth.



5. Traditional/Regulatory - Rewards those who value traditions inherent in social structure, rules, regulations and principles.



6. Aesthetic - Rewards those who value balance in their lives, creative self-expression, beauty and nature.



MI: 40-50-22-60-49-31 (THE.-UTI.-AES.-SOC.-IND.-TRA.)

* 68% of the population falls within the shaded area.

MOTIVATORS: HOW THE SOCIAL MOTIVATOR MAY AFFECT YOUR LIFE DECISIONS

High social scores indicate the desire to help others and an inherent love of people. Typically "socials" are altruistic and are motivated to give back to society in some way. They might volunteer, spend time on community projects and charities, or solve global, social, and environmental problems. If social is one of your top two motivators, you will not feel satisfied if you are not doing something that helps others.

- She has the ability to instinctively notice and respond to people in need.
- Sheri has the ability to be empathetic toward those who are hurting.
- Eliminating hate and conflict in the world is one of Sheri's passions.
- In business, she wants everyone to receive the most value money can buy.
- Looking for the positive in a situation energizes her to solve problems that people are experiencing.
- Sheri will have causes that cannot be won, satisfying her inner need for peace. Even if the cause cannot be won, she will still be compelled to try.
- If she thinks it will harm the relationship, Sheri will avoid confrontation.
- Sheri will blame the system more than the individual and will work diligently to change the system.
- She may sacrifice bottom-line profit when the decision may be detrimental to the people involved.

MOTIVATORS: HOW THE UTILITARIAN MOTIVATOR MAY AFFECT YOUR LIFE DECISIONS

High utilitarian scores indicate a desire to get a return on investment. Investments may be financial, time or energy. Typically "utilitarians" focus on results and may be money motivated. This value often includes the practical affairs of the business world- the production, marketing and consumption of goods, and the accumulation of tangible wealth. If utilitarian is one of your top two motivators, you will not feel satisfied unless you feel like you are receiving a return on your investment of time or energy.

- She evaluates things for their utility and economic return.
- She may use wealth as a yardstick to measure her work effort.
- She will work long and hard to satisfy her needs.
- Sheri is good at achieving goals.
- Goals for the future are easily accomplished with her ability to integrate the past and the present.
- Sheri tends to give freely of time and resources, but will want and expect a return on her investment.

MOTIVATORS: HOW THE INDIVIDUALISTIC MOTIVATOR MAY AFFECT YOUR LIFE DECISIONS

High individualistic scores indicate the desire to gain power, lead others, and advance in position. Typically, high "individualistics" want to appear in the public eye. This motivator is sometimes called the political value. If individualistic is one of your top two motivators, you will not feel satisfied unless you are in control of your own destiny and are publically recognized for your contributions.

- Sheri can be assertive in meeting her needs.
- At times Sheri can be very competitive.
- The amount of control she attempts will increase if she has strong feelings about the issues involved with the situation. If, however, she has little interest in the issues involved, she will not see the need for exercising control.
- She will evaluate each situation individually and determine how much or how little control she will want to exercise.

MOTIVATORS: HOW THE THEORETICAL MOTIVATOR MAY AFFECT YOUR LIFE DECISIONS

High theoretical scores indicate a desire to discover truths by learning for the sake of knowing. Typically, high "theoreticals" like to study, read, seek knowledge, and research. If theoretical is one of your top two motivators, you will not feel satisfied unless you are continually challenged with new information and given opportunities to learn new things.

- A job that challenges the knowledge will increase her job satisfaction.
- Sheri will seek knowledge based on her needs in individual situations.
- Sheri has the potential to become an expert in her chosen field.
- Sheri will usually have the data to support her convictions.
- If knowledge of a specific subject is not of interest, or is not required for success, Sheri will have a tendency to rely on her intuition or practical information in this area.
- If Sheri is truly interested in a specific subject, or if knowledge of specific subject matter is required for success, then she will take the initiative to learn about that subject in great depth.
- In those areas where Sheri has a special interest she will be good at integrating past knowledge to solve current problems.

MOTIVATORS: HOW THE TRADITIONAL MOTIVATOR MAY AFFECT YOUR LIFE DECISIONS

High traditional scores indicate a desire to live by a certain set of standards or beliefs that provide a basis for making life decisions. Typically, high "traditionals" have a very strong "faith" or strong cultural values. If this is a primary motivator, it's important to identify where your traditional values stem from. You can have a high traditional score and not embrace a religion, for example. You may base your traditions on family, a strong internal moral compass, or culture. If traditional is one of your top two motivators, you will not feel satisfied unless your beliefs are respected and you are allowed to live and work in a way that aligns with those beliefs.

- Sheri can be creative in interpreting other systems or traditions and selective in applying those traditions.
- In many cases, Sheri will want to set her own rules which will allow her own intuition to guide and direct her actions.
- Traditions will not place limits or boundaries on Sheri.
- She will not be afraid to explore new and different ways of interpreting her own belief system.
- Sheri's passion in life will be found in one or two of the other dimensions discussed in this report.
- She will work within a broadly defined set of beliefs.
- It may be hard to manipulate Sheri because she has not defined a philosophy or system that can provide immediate answers to every situation.

MOTIVATORS: HOW THE AESTHETIC MOTIVATOR MAY AFFECT YOUR LIFE DECISIONS

High aesthetic scores indicate a desire to experience form, beauty and harmony in the world. Typically "aesthetics" need an attractive living and working environment. They may enjoy nature, various art forms and can be excellent long-range planners due to their desire to create harmonious outcomes. A high score does not necessarily mean that you have talents in creative artistry. If aesthetic is one of your top two motivators, you will not feel satisfied unless your physical environment is appealing to you and your aesthetic value is utilized in your working environment.

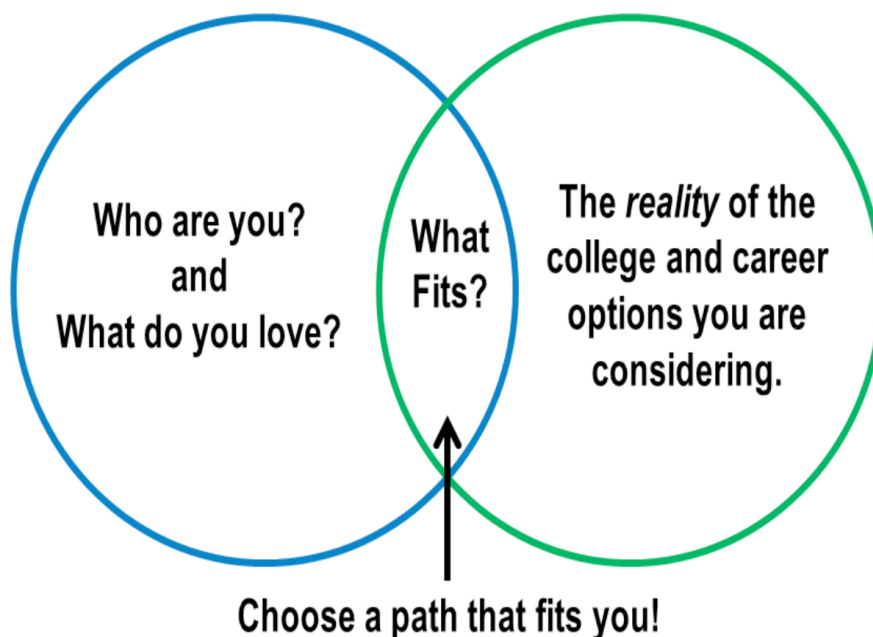
- Sheri is not necessarily worried about form and beauty in her environment.
- She is a very practical person who is not sensitive to being in harmony with her surroundings.
- Unpleasant surroundings will not stifle her creativity.
- She wants to take a practical approach to events.
- Sheri's passion in life will be found in one or two of the other motivators discussed in this report.
- Intellectually, Sheri can see the need for beauty, but has difficulty buying the finer things in life.
- The utility of "something" is more important than its beauty, form and harmony.

NEXT STEPS: CHOOSE A PATH

Your Indigo Assessment provides you with information by which you can choose a career and college that is aligned with your natural strengths and preferences.

Sharing your profile with others will provide additional insight about yourself and how to use this information wisely.

Forging the life you want takes time, discipline, hard work, courage, and a lot of trial and error. The fastest way to success is by starting with who you are and finding a college and career option that fits you.



COMING SOON...

Watershed is building an online matching system and job database that helps you discover careers and college programs that you will love.

Stay tuned to our progress at www.IndigotheAssessment.com .

NEXT STEPS: POSSIBLE HIGHER EDUCATION PROGRAMS

These are potential degrees and directions that fit your personal profile. Not all of these will be a perfect fit. However, they provide a good starting point for programs to research and consider.

Alternative Education and Job Opportunities

Entrepreneurism
General Construction

Arts and Sciences

Broadcasting
Composition, Writing
Creative Writing
Economics
Education Counselor
Entertainment and Arts Management
Information Technology
International Studies and Relations
Music Composition
Paleontology
Photography and Studio Art

Business

Advertising
Business Management, Consulting
General Management
Sales and Marketing

Engineering

Industrial Engineering

Environmental, Agriculture and Food

Landscape Architecture

Evolving Opportunities

Community and Public Health Administration
Community Organization and Public Administration
Educational Administrator
Entrepreneurial Studies

NEXT STEPS: POSSIBLE HIGHER EDUCATION PROGRAMS

Environment, Conservation and Sustainability
Graphic Design
Online Marketing, Social Media
Outdoor Studies, Outdoor Leadership
Renewable Energy
Videography
Web Development

Health Sciences

Exercise Science
Health and Fitness, Personal Training
Hospital and Health Administration
Kinesiology
Physical Therapy, Sports Medicine

Other Career Paths

Business Sales
Event Planning
Publishing
Real Estate Development

NEXT STEPS: POSSIBLE CAREER IDEAS

Today's workplace is in constant change and careers are evolving to keep pace. It is not unusual for people to change careers 4-5 times during their lives. Research indicates that over 50% of working people hold jobs that do not utilize their natural talents, so they are neither fully motivated nor satisfied in their work.

Given these realities, it is more important than ever to make informed career decisions based on a solid understanding of yourself. The list of jobs below has been designed to spark your imagination and provide ideas. The message is: "**Your options are many.**" These ideas are not meant to put you in a box or represent a definitive list of options. If your dream job isn't on the list, don't worry, go for it!

For more information on any job, input the listed code at the O*NET database - <http://online.onetcenter.org>.

CODE	EDUCATION	OCCUPATION
13-1111	4+	Management Analyst
11-2011	4+	Advertising & Promotion Manager
41-9031	4	Sales Engineer
41-4011	4	Sales Representative
41-3031	4	Securities, Commodities, Financial Services Sales Agent
27-3011	4	Announcer - Radio & TV
27-2022	4	Coach & Scout
15-1099.12	4	Electronic Commerce Specialist
13-2052	4	Personal Financial Advisor
13-1199.04	4	Business Continuity Planner
13-1071.02	4	Personnel Recruiter
11-9111	4	Medical & Health Services Manager
11-9081	4	Lodging Manager
11-3042	4	Training & Development Manager
11-1021	4	General & Operations Manager
11-1011	4	Chief Executive
15-1099.05	2-4	Web Administrator
41-9041	2	Telemarketer
41-3011	2	Advertising Sales Agent
43-6011	HS	Secretary & Administrative Assistant
43-5011	HS	Cargo & Freight Agent

STUDY TIPS

- Don't doodle.
- Develop good study habits and follow them everyday.
- Review your notes after class.
- Use short sentences when taking notes - leave out unnecessary words.
- Don't put off studying until the last minute.
- Listen for ideas and the facts to support the idea.
- Analyze your time and see how you are spending it.
- Use recitation to embed fact and ideas.
- Take vigorous notes.
- Socialize after studying - not before.
- Read a book on listening and note taking.