

## STRATEGIES WHEN IN LECTURES: ANSWER KEY

Here are the strategies re-ordered into a logical sequence. Note that this is not the only way to order them and it might be possible to add other strategies to the list.

### Before

- **C) Understand the role lectures play in your course**  
Find out if the lectures give an introduction to the topic and are followed by seminar or tutorial discussions, or if the lecture comes after the discussion. Does your lecturer expect students to ask questions during lectures? This information can often be found in the programme or course description.
- **D) Check the topic of the next lecture**  
Find out if the lecture continues a topic from the last lecture or is something new. How does it fit in with whole course and with other topics you have studied? It's useful to make connections between ideas.
- **F) Read background material for the lecture**  
The more you know about the topic, the better you can engage with the lecture itself. Doing background reading can provide a good introduction if a topic is new to you. You may be given recommended reading from a reading list or textbook, or you may have to find material on your own. Review your notes from the last lecture if the topic is related. Check if lecture slides are made available online before the lecture.
- **A) Make your own glossary of key ideas and useful vocabulary**  
When reading, note down important terms or concepts along with their definitions. Review the glossary before the lecture and listen to see whether or how these ideas are included when you listen.
- **B) Write a list of your questions**  
What do you want to find out about this topic? What areas are you unclear about? Prepare questions that you hope the lecture can answer, and these questions can help guide your listening. If you don't hear the answers during the lecture, you might be able to ask the lecturer afterwards.
- **E) Decide how to record the lecture**  
Decide if you want to have a recording as well as take notes. Does your university use *lecture capture* technology to record lectures and make them available online for student access? If not, do you have the right technology to record the lecture on your phone or laptop? Will you have the time to listen to the recording later? Don't forget to ask the lecturer's permission to make a recording.

### After

- **J) Actively review your lecture notes**  
Read your notes carefully, highlight important points, and note any mistakes or gaps. If you have a lecture recording, listen/watch again to fill gaps. You can then add information or questions and check your overall understanding.

- **I) Do further reading on the topic**

Follow up your interests, ideas and questions by reading in more depth. Has your lecturer given you follow-up reading material and questions to guide you? If not, can you make your own questions?

- **H) Discuss the lecture content**

See if you understand the lecture topic well enough to discuss it in depth. Compare ideas with other students to check your knowledge and understanding of the topic – in class or informally. Try to explain ideas from the lecture to other students. Ask the lecturer if you still have questions.

- **G) Re-write your lecture notes**

Write up your notes so that they are more complete, more organised, and more analytical. Include any additional information you have learned from discussions and readings on the topic. Make connections between ideas and draw conclusions. Use these notes for future revision and coursework assignments.