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High School Section Three

ATTENTION & CONCENTRATION

1. MULTI-STEP PROCESSES (10 mins)

- a. **TEACHER SAYS:** *It is easy to forget or miss a step when given instructions with more than one step. Skilled Students know how to break down activities into individual steps and then make reminders.*
- b. **TEACHER SAYS:** *Let's practice! Then, give students a multi-step process that is relevant to the class. (Ex. "Tonight you will need to take home your binder, your reading journal, and math book.")*
- c. **TEACHER SAYS:** *What are some ideas about the types of reminders you might use to remember these three things:*
 - i. *Sticky note on their desk or front of binder*
 - ii. *Put books in backpack or on the desk*
 - iii. *Other?*
- d. **TEACHER SAYS:** *An important thing to know about reminders is that they have to be visible and "in your face" to be effective.*

For example, put sticky notes at eye level next to a door you go through or on a mirror or on the front of your binder. Or, if you are placing a book somewhere so that you remember to take it with you, put it where you can't miss it.

2. LISTENING CAREFULLY (15 mins)

- a. **TEACHER SAYS:** *Skilled students listen well. One valuable technique which can help you listen better is learning to re-state or summarize information in your own words.*
- b. Briefly go over the technique of "re-state and/or summarize" by using the **Handout "Listening Carefully."**

3. **THE POWER OF TAKING BREAKS (5 mins)**

- a. **TEACHER SAYS:** *Sometimes we lose focus when we are studying for long periods of time and a brief break can energize us. But breaks should be very brief.*
- b. **TEACHER SAYS:** *Here are some key points about breaks for Skilled Students:*
 - i. Set timers so the break does not go on too long. Usually just a few minutes is all you need.
 - ii. Remember, a break is not a new activity.
 - iii. Do something physical (ex. stand up then sit back down, drink some water, do a few jumping jacks).
 - iv. No screens during study breaks unless you have agreed with your parents ahead of time to take breaks during long periods of study (ex. a 5-minute break to check social media once per hour).

4. **ATTENTION STYLES (20 mins)**

- a. **TEACHER SAYS:** *Let's read about different styles of attention.*
- b. Give students the **Handout "What Is My Attention Style?"**
- c. Read the information on the handout.
- d. Ask students to take the quiz.
- e. **Discuss** the results.