Handwriting Checklist

☐ Do you explain things better verbally instead of writing them down?
☐ Do people have a hard time reading your writing?
☐ Do you lose your ideas while you are writing them down?
☐ Does your hand get tired after 5 minutes of writing?
☐ Does it take you a long time to copy or write out information?

If this sounds like you keep reading for strategies that will help your learning and increase your academic success!

Try 1 new strategy each week and then add another strategy the next week

Need more ideas? Check out these resources:

☐ http://library.queensu.ca/websrs/faculty_guide-Staff.html Excellent Resource at Queen’s University
☐ http://www.queensu-hcds.org/Resources, Assessment and Learning Strategies (RARC and BeWell-DoWell)
☐ www.ldonline.org Good Technological Resources
☐ http://www.parkland.edu/goals/Workshops.html Online Survival Workshops
☐ http://www.metamath.com/lsweb/dvclearn.html Learning styles

Above all: Take care of yourself and focus on the POSITIVE— you DO have strengths! Make sure your “Self Talk” (what you say internally to yourself about yourself) is positive and that you regularly exercise, sleep, and eat! 😊

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“There aren’t any icons to click. It’s a chalk board.”
Research has shown that successful students use these strategies. Try to find a few that work for you!

**LIFE STRATEGIES:**
- Type whenever possible (e.g. Email, notes, letters)
- Use a tape recorder with a “counter”
- Use word prediction and voice input computer software (e.g. Text help, Dragon Dictate)
- Try a new skill to increase your fine motor skills such as playing an instrument or painting
- Give yourself extra time and ask for assistance if needed
- Create small goals for yourself and reward yourself when you complete them

**LECTURE (CLASS) TIPS:**
- Tape record your lecture notes
- Use structured note taking strategies:
  - Leave the right hand margin open for questions, review notes, and text reinforcements
- Date, number and write the course code at the top of each lecture note
- Leave the bottom two inches blank for a summary of the lecture notes (3-5 key points)
- Underline headings and questions that you have in different colour(s)
- Number main points and sub points (e.g. 1 a, b, c ... 2 a, b, c,...)
- Leave a lot of white space in order to read notes easily
- Use pictures, charts and diagrams to illustrate concepts - or write down the Figure # and see it later in the text
- If you miss something don’t panic: leave a blank space keep following the lecture~ you can get that information from a friend/professor later
- Write at the top of the page what chapter in the text corresponds to the lecture
- Use shorthand notes (environment: enviro, example: e.g., do not understand: ?, increases: \_\_\_\_\_ changes in: \_\_\_\_ important: NB)
- Discuss lectures right away with study groups to avoid missing material (or interpreting it incorrectly)
- Print off lecture notes before class and add small notes/pictures to them

**ACCOMMODATIONS:**
- Note taker
- Get a copy of overheads and lectures ahead of time
- Dictate/scribe written assignments and tests
- Arrange to write tests with extra time and in a different room
- Use a computer for tests and assignments

**Adaptive Technologies:**
- Dragon Dictate and Dragon Naturally Speaking
- Scan pen
- Kurzweil
- Read Please
- Text help