

WHEN INSTRUCTORS TALK FAST

1. **Leave large empty spaces in your notes.** Leave plenty of room for filling in information you missed. Use a signal or symbol that means you missed something. That way, you will remember to come back to it. Make the space obvious.
2. **Be willing to make choices.** When an instructor talks too fast, focus your attention on essential points. Do not try to write everything down. Choose what you think is important and do not panic. Sometimes students paralyze themselves with fear that they are missing something important. Occasionally you will make a wrong choice and neglect an important point. Worse things could happen. Stay with the lecture, write down key words, and revise your notes immediately after class.
3. **Exchange photocopies of notes with classmates.** Your fellow students might write down something that you missed, and your notes might help them. Compare notes and if this is the case, arrange to exchange notes regularly.
4. **Take more time to prepare for class.** Familiarity with a subject increases your ability to pick out essential points. If an instructor lectures quickly or is difficult to understand, make a point of conducting a thorough preview of material to be covered. Set the stage for the lecture.
5. **See the instructor after class.** Take your class notes with you and show the instructor what you missed. Most instructors appreciate visits from students. You can also ask questions you did not get to ask in class.
6. **Ask the instructor to slow down.** We saved the obvious for last. You can simply ask your instructor to slow down, or if that seems inappropriate, ask for a repeat of what you missed.