

study planner

MON TOPIC:
TAKE AWAY:
HOMEWORK:
HOMEWORK DONE

TUE TOPIC:
TAKE AWAY:
HOMEWORK:
HOMEWORK DONE

WED TOPIC:
TAKE AWAY:
HOMEWORK:
HOMEWORK DONE

THU TOPIC:
TAKE AWAY:
HOMEWORK:
HOMEWORK DONE

FRI TOPIC:
TAKE AWAY:
HOMEWORK:
HOMEWORK DONE

SAT TOPIC:
TAKE AWAY:
HOMEWORK:
HOMEWORK DONE

SUN TOPIC:
TAKE AWAY:
HOMEWORK:
HOMEWORK DONE

EXPRESSIONS

- _____
- _____
- _____
- _____
- _____
- _____

VOCABULARY

- _____
- _____
- _____
- _____
- _____
- _____
- _____

NOTES AND PHRASES

- _____
- _____
- _____
- _____
- _____
- _____



Your Consistent Study Planner

Consistent study habits are the key to success. This planner will help you:

- track your progress
- reinforce important vocabulary and expressions
- schedule dedicated study time every day

→ Remember, the secret to success is **consistency!**

 by **Smart Business English**

Schedule Dedicated Study Time

Slot a time on your calendar each day to focus on your studies. This could be before or after class, or during a free period. Set a reminder and commit to this schedule - don't skip a day!

→ Consistent, daily practice is much more effective than sporadic cramming.

Classes

Write the topic, key takeaways, and homework for each class.

Use 'Classes' for topics you have autonomously selected too.

Record

Check off assignments once completed to stay on track.

Feel free to assign tasks to yourself, such as, create a phrase with the word, look for the compatible in your mother tongue, write the new word on a post-it, etc.

1

2

3

Review

On non-class days, review materials, watch videos, or practice vocabulary.

Build Your Vocabulary

Expand your English proficiency by actively learning new words and expressions. → Write down any new terms, and create sample sentences using them in **real, relevant contexts**. Consistent practice will help cement their proper usage.

Expressions

"Let's move on to the next point..."

"As you can see..."

"Our agenda for today is..."

Vocabulary

increase / decrease

percentage

rate

Relevance

Annotate the expressions that are relevant to you and your moment. Use these sessions to add short sentences that will help you communicate more effectively.

Practice, Practice, Practice

The best way to improve your language skills is to actively use them. On the section "Notes and phrases", create your own sentences and phrases, then record and review them. Consistent, hands-on practice will help develop your fluency and confidence. You can also add pronunciation and any other notes that will help you remember the words and how to use them.

1 Increase

Our course enrollment has increased by 20% this semester.

2 Percentage

The percentage of students graduating on time is 85%.

3 Expressions

"As you can see in this chart, the sales have significantly increased this semester"

4 Pronunciation

Percentage: /pɛr-sɛn-tij/

"If we make consistent effort, based on proper education, we can change the world." - *Dalai Lama*



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