

HOW TO USE YOUR LEITNER BOX

One of the most proven and easiest-to-use methods of flashcard studying is with the Leitner method. Begin by choosing your timeline of how long you need to study. Let's say that you are using 5 sections (or boxes) for your studying purposes.

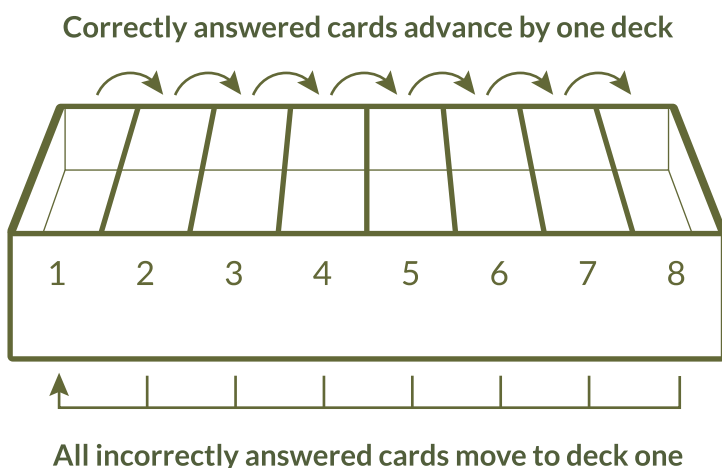
Each of your boxes represents a different study time interval. In a system with five boxes, a good set of intervals would be:

Box No.	Time Interval
Box 1	Every day
Box 2	Every other day
Box 3	Once a week
Box 4	Once bi-weekly
Box 5	Retired (study before test)

Of course, you can always add more boxes as needed (with up to 8 sections) in the Leitner box.

You will notice a "retired" box in the back, which should hold cards that you definitely know. These are cards that you know very well, but it's still a good idea to review them before a test.

Every card starts out in Box 1. When you get a card right, it graduates to the next box. If you get a card wrong, it goes all the way to Box 1 (the front box) – no matter where it was. In this way, you ensure that you're studying the material that challenges you often.



After your boxes are set up, all you need to do is create recurring events on your calendar, so you'll know when to study each box.

