

1. Forming the group:

- An effective study group ideally has of **3-4 members** (no more than 5 max)
- Your group should meet *at least* once a week and you should decide how long you want your sessions to be.
- All members should make a serious **commitment** to show up and to do the required preparation prior to any group meeting. If you show up unprepared it *will* impact how effective that session is for the whole group, not to mention what *you* could get out of those sessions.
- You should choose a group '**leader/facilitator**' (this could be one person or members could take turns). This person would be responsible for keeping the group on track and on task within each session so that no one gets frustrated with *you* or with time being wasted on other things not relevant to mastering the

3. Session structure:

- It is helpful to come up with some kind of **structure** to your sessions to help you keep on track as a group, and to make your time more effective in covering as much material as possible. Here are some suggestions:
 - Decide on how long your sessions are going to be, e.g., 2 hours each Tuesday night.

