BUILD A PLAN TO FINISH THE SEMESTER STRONG



STEP 1: Assess your current situation. If you don't know your grade-to-date, go ask your professor!

COURSE	Grade-to-date

STEP 2: Realistically anticipate the work you have **left to do** and identify the work you **need to do**.

Course	Catch-up Work – is it allowed? If so, list WHAT you have to do, and HOW MANY HOURS you expect each item to take	New Work to do Break it down into small steps and estimate HOW MANY HOURS each step should take - Due Date?							

STEP 3: Review Material

notes? problems? chapters? How long should you spend with each before the exam? For each course, review you syllabi, or ask the prof. so you know how to plan and study. Will your exam be?

- cumulative?
- similar to earlier tests?
- · detail-oriented?
- conceptual and abstract?
- are there topics you feel sure will be addressed on the test?
- what sort of questions will be asked? (can you make a sample?)
- other ...?

Exam preparation:

STEP 5: Create a time-control plan! Set realistic goals that include family and friends...but make sure your plan reflects your academic priorities!! Use the attached schedule as a guide to estimate how much time you should put into each course.

Don't leave things to chance; plan what and when you'll study. Each column represents an individual day. Fill in your waking yours and budget time for your classes, projects, and other commitments.

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