

Get Off to a Good Semester at Southwestern!

1. Wear or carry some type of watch or timepiece, preferably one with an alarm function. (Buy one if you don't have one already.)
2. Get one appointment book/planner with a daily calendar. Carry it with you to all classes. Record all class, work, and appointment times, test dates, and due dates of assignments and papers. Review your appointment book/planner at least once each day.
3. Record all assignments in your appointment book/planner (do not rely on your memory).
4. Have a separate notebook for each class, labeled with your name and the name of the class. Some students find it helpful to have each notebook in a different color.
5. Go to every class, and get there a few minutes early. Students who skip class or habitually arrive late not only miss out on learning, but also make a negative impression. Instructors respond more positively if they perceive that you are a motivated, hard-working, responsible student.
6. Sit as close to the front of the class as possible.
7. Make use of the instructor's office hours to ask questions about the lectures or reading materials.
8. Review your notes as soon as possible after each class. Frequent, short review periods are an enormous help in remembering and retaining information over the course of a semester.
9. Begin reading and studying during the first week of class. Do not let yourself fall behind. Schedule regular periods for studying 6 days per week.
10. Reserve one day (or at least a half day) for recreation, and do no class-related work on that day. The risk for "burnout" is great if you push yourself to work hard 7 days per week without a break.
11. Take care of yourself with nutritious eating, regular exercise, and a consistent sleeping pattern. We recommend that you put these activities in your schedule and consider them as important as your classes. You may be surprised at how much these simple self-care activities may enhance your alertness and concentration, as well as help you handle stress throughout the academic year.
12. Not surprisingly, there is a negative correlation between level of alcohol use and G.P.A. Use alcohol only moderately, if at all.
13. Visit Academic Services in Cullen Building [3rd floor] if you need academic assistance!