

Do-It-Yourself Tools for Course Success

Awareness: Recognize that conflict and confusion can be part of the learning process.

Prevention: Have a clear understanding of the course and how you will meet expectations. If problems do arise, use an approach of *early intervention*.

Prepare for Success

- Choose wisely courses and instructors. Ask other students for recommendations.
- Read the syllabus, noting dates of assignments, projects, and exams, including the final exam.
- Make sure you understand your instructor's policy on plagiarism.
- Engage with the material, go to class, and do the reading; consider forming a study group.
- Submit all work on time. When work is returned, note grade received.

Connect With Your Instructor

- Participate in class discussions and ask questions if something in unclear.
- Go to office hours. Knowing your professor is helpful if issues do arise later.

Early Intervention

- Discuss scheduling conflicts as soon as possible.
- If you need to miss an exam or turn in work late, notify your instructor right away and discuss whether it's possible to complete the work.
- As for graded work before the drop deadline to assess your course performance.
- Set up an appointment with your instructor if you're concerned about your grade.

Early Intervention: If the issue is still unresolved, reach out to others for advice and assistance.

Know Your Resources

- <u>Center for Writing</u>
- <u>Tutoring and Academic Success Center</u>
- Your <u>academic advisor</u>
- <u>Student Conflict Resolution Center</u>
- <u>Student Conduct Code</u> information on plagiarism