Stay Current

College Survival Skills

College Survival Skills

- Go to class
- Read the syllabus. Understand deadlines and important dates
- Know your instructors policies
- Try harder than you did in High School
- Don't be afraid to ask for help
- Manage your time
- Take short breaks while studying
- Manage your stress
- Manage your health
- Set short-term goals
- Go see your professors
- Make appointments with your advisor
- Disconnect from technology
- Learn e-mail etiquette
- Know where you're going
- Come to Stay Current

8 Ways to Impress Your Instructors

- Don't ask questions that are on the syllabus
- Arrive on time to class and do not leave early
- Don't skip class
- Do extra credit
- Visit the instructor outside of the classroom
- Ask for help if needed- early!!!
- Participate in class- ask questions!
- Take an instructor more than once
  - Pre-register for classes
Communicating with your Instructors

Office Hours:

- Go
- Come prepared with something to discuss
- Be on time if you make an appointment

E-Mail:

- Spell all words, don’t use text message language, and write complete sentences.
- Don’t start with “hey”
- Address instructor by preferred name

Phone Calls:

- State your name and the course/section you are in
- Speak slowly, clearly, and loudly
- Don’t assume they are sitting doing nothing waiting on your call
- Make your needs clear and upfront

Phone Messages:

- State your name and the course/section you are in
- State time and date of call
- State why you are calling
- Leave your call-back number- twice

Texting:

- It’s ok if your instructor says so
- Text only when absolutely necessary
- Identify yourself
- Use complete words, sentences, and punctuation
- Don’t expect an immediate response at midnight.

If you missed class:

- Don’t EVER EVER EVER EVER EVER ask “Did we do anything important in class yesterday?”
- Don’t EVER EVER EVER EVER EVER ask “Can I have a copy of your notes?”