

Managing your Learning

COURSE - Study Skills

WEEK - 2

Research and Preparation

Task	Day	Time
Review week's expectations	Previous Friday	15 minutes
Plan your week	Monday	20 minutes
Schedule reading	Tuesday	10-20 minutes
Schedule research	Wednesday	45 minutes

Discussion

Task	Day	Time
Review Discussion rubric	Monday	20 Minutes
Write initial post	Monday	20 Minutes
Write first response post	As soon as response is given	10 Minutes
Write second response post	As soon as response	10 Minutes

Submissions

Task	Day	Time
Review assigned rubric (if applicable)	Monday	10 Minutes
Complete assignment	Tuesday	20 Minutes
Review assignment	Tuesday	20 Minutes
Submit assignment	Tuesday	5 Minutes

List any potential problems you anticipate may occur this week that would prevent you from completing your goals.

No problems if I am able to work on it in class time.

List options you have to mitigate those problems.

Just Focus!

