

Week 2: University Life

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Habits for Success: Reality Check

- University is a training ground for success in the global marketplace
- What do you think are the important criteria employers look for when hiring a new employee?
 - Leadership
 - Ability to work in a team
 - Communication skills (written)
 - Problem-solving skills
 - Strong work ethic
 - Analytical / quantitative skills
 - Technical skills
 - Communication skills (verbal)
 - Intuitive
 - Computer skills
 - Flexibility / adaptability
 - Interpersonal skills (relates well to others)
 - Detail oriented
 - Organizational ability
 - Strategic planning skills
 - Friendly / outgoing personality
 - Entrepreneurial skills / risk taker
 - Tactfulness
 - Creativity

What does college means?

- More independence and responsibility
- Increased work load
- More challenging work
- More out-of-class time to manage

What / Who can help you?

- People - instructors, advisors, counsellors, administrators
- Knowing how to use technology (computer and e-mail systems at your school)

Changing or creating a new habit

- Identify
- Actions
- Support
- Get Started
- Be accountable (Note progress)
- Evaluate progress
- Switch gears

Common Reasons Why Students Don't Do Well in College

- Sleeping Late
- Absences
- Partying instead of studying
- Looking at the book instead of studying and learning
- Losing books, assignments and papers

		• Ability to distinguish items in a group from one another • Understanding of relationships among natural organisms • Appreciation of the delicate balance in nature • Deep comfort with, and respect for, the natural world	• Studying in the natural setting (forest etc.) • Break down info into category • Look for similarities and dissimilarities
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Interaction with people and information

- Thinker
 - Analytical
 - Problem solving
 - Technical
 - Scientific
 - Mathematical
 - Dispassionate
 - Rational
 - Logical
 - Theoretical
 - Intellectual
 - Objective
 - Quantitative
 - Explicit
 - Realistic
 - Literal
 - Precise
 - Formal
 - Skills:
 - ◆ Solving problems
 - ◆ Developing models and systems
 - ◆ Analytical and abstract thinking
 - ◆ Explore new ideas and potentials
 - ◆ Ingenuity
 - ◆ Going beyond established boundaries (Think outside the box)
 - ◆ Global thinking - seeking universal truth (Big picture)
 - Study Techniques
 - ◆ Spend time to reflect on new information
 - ◆ Learn by solving problems
 - ◆ Use new ways to approach an issue
 - ◆ Construct charts, diagram and outlines
 - ◆ Minimize repetition
 - ◆ Try to work independently
- Giver
 - Authentic
 - Sociable
 - Interpersonal
 - Emotional
 - Caring
 - Giving
 - Spiritual
 - Musical
 - Romantic
 - Feeling
 - Peacemaker
 - Trusting
 - Adaptable
 - Passionate
 - Harmonious
 - Idealistic
 - Talkative
 - Honest
 - Skills:
 - ◆ Honest and authentic
 - ◆ Successful
 - ◆ Has close relationship with people
 - ◆ Aim to make a difference in the world
 - ◆ Always improving self-potential
 - ◆ Promotes peace
 - ◆ Openness (Hates secrets)
 - ◆ Helpful
 - Study Techniques
 - ◆ Study with others
 - ◆ Learning by teaching
 - ◆ Find tasks, groups which helps people
 - ◆ Express thoughts and feeling clearly and honesty
 - ◆ Prioritize the most important academic relationship
- Organizer
 - Responsible
 - Efficient
 - Tactical
 - Planning
 - Detailed
 - Practical
 - Confident

Preview from Notesale.co.uk
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- **To succeed you need to know**
 - How to manage your emotions and understand how others feel
 - How to value and benefit from different people and their ideas
- **How will learning to work with others help you reach your goals?**
 - Focus on your emotions
 - **Personal competence**
 - ◆ **Self-Awareness**
 - I know my emotions and how they affect me
 - I understand my strengths and limits
 - I am confident in my abilities
 - I am open to improvement
 - ◆ **Self-Management**
 - I can control my emotions and impulses
 - I can delay gratification when there is something more important to be gained
 - I am trustworthy
 - I can adapt to change and new ideas
 - I persist toward my goals despite obstacles
 - **Social competence**
 - ◆ **Social Awareness**
 - I sense the feelings and perspective of others
 - I help others reach their goals
 - I know how to relate to people from different cultures
 - I can sense how to serve the needs of others
 - ◆ **Social skills**
 - I know how to work in a team
 - I can inspire people to act
 - I understand how to lead a group
 - I know how to persuade people
 - I can make positive change happen
 - **Become culturally competent**
 - Learn about the culture and diversity of others
 - Be aware of your perceptions and attitudes of other cultures
 - Understand how cultures interact
 - Adjust to the differences of others in ways that creates opportunity
 - **Maximizing your teamwork**
 - The advantages of working in a team
 - ◆ Increased knowledge - because you learn what others know
 - ◆ More motivation - because others depend on your contribution
 - ◆ Better teamwork skills - for success now and in your workplace future
 - ◆ Strength from diversity - more varied approach to problem solving

Strategies for Group Success

- **Assign a leader - and rotate leadership**
 - Roles of leaders and participants
 - Leaders
 - ◆ Define projects and focus everyone's efforts
 - ◆ Assign work tasks, schedules and deadlines
 - ◆ Set meeting and goals
 - ◆ Keep everyone on target
 - ◆ Set fair, respectful, encouraging tone
 - ◆ Evaluate progress and make changes if necessary
 - Participants
 - ◆ Do your share of the work
 - ◆ Be organized and focus
 - ◆ Be open and willing to discuss
 - ◆ Perform your responsibility
- **Set long / short term goals**
 - Set what do you want to achieve
 - Prepare an agenda (Short-term)
 - What is the goal at the end of the activity?
 - Understanding Molecular Biology
 - Understanding the anatomy of the eye
- **Set a regular schedule**
 - How many meetings?
 - When to meet?
 - How long?
 - Can everyone meet?
- **Share the workload**
 - Everyone plays their part
 - Sharing the burden

Groups with study focus

- **Create materials for each other**
 - Each member a topic to compile, review

- Photocopy sufficient materials
- **Help each other learn**
 - Learning by teaching
- **Pool notes**
 - Compile notes and information

Defuse potential problems

- **People not pulling their weight**
 - Reassign task
 - Group problem-solving session
- **Trouble scheduling**
 - Find a common time / location
 - Rotate if necessary
- **Too much talking**
 - Work first, socialize later

Forming the study group

- 3 - 5 persons
- Meet at least once a week
 - Decide day / time (consistent), duration (2-3 hours) and location
- Commitment
- Have a leader / facilitator
 - Prevent time wasting
 - Send out reminders
- Set rules / guidelines
- Identify the goals (short and long)

Preparing for the session

- As a group, decide what to cover before a session - informed by email / or the week before
- Have subgroups or different individuals work on different key concepts in lectures
- Review at the start of the session if necessary
- Decide what homework items to work on
- Identify what you don't know yet

During the study session

- Communicate openly
 - Don't be shy to ask, share what you don't understand
- Stay on topic
 - Leader or assign someone to steer
- Break the session into fragments
 - 1/2 hour review
 - 40 minutes (20 minutes each for a discussion / teaching session)
 - Last 10 minutes - summary
 - Decide next session
- Take turns 'presenting problems'
- Web-source problems and questions
- Have discussions and quiz each other
- Teach on another
- Develop ways to memorize
 - Acronyms
 - Flash cards

Stress

- Physical or Mental strain produced in reaction to pressure
- **Experiencing Stress**
 - Grades
 - School work
 - Money
 - Job
- Stress levels can help or hinder performance
 - **Positive**
 - Brief increases in heart rate, mild elevations in stress hormone levels
 - **Tolerable**
 - Serious, temporary stress responses, buffered by supportive relationships
 - **Toxic**
 - Prolonged activation of stress response systems in the absence of protective relationships

Stress Management Strategies

- **Ask for help**
 - Call friends or family
 - Who are your support?
 - Switch shifts at work with colleague
 - Have a family member help prepare the meals
- **Be realistic about commitments**
 - Don't overload yourself if working and studying
 - Sometimes taking longer time doing something is better than not achieving it
- **Work with your personality**