

SYLLABUS WEEK



JUMPSTART

SKILLS LABS FOR
SUCCESS

UWINDSOR.CA/SUCCESS/JUMPSTART

1

PRINT THEM

- Highlight important dates
- Highlight assignments
- Hang them up in your space so you see them everyday

Helpful Hint: Don't tackle this all at once. Take it one step at a time. Gauge each class independently and see how much work you need to put into each class.

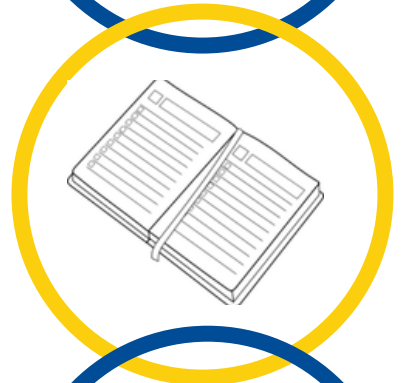


2

PLAN IT OUT

Take your highlighted syllabi and organize your planner (paper or digital).

Helpful hint: Fill out a monthly calendar of the BIG stuff like quizzes, midterms, essays and finals. Use the weekly calendar for homework assignments, daily tasks, work shifts, etc.



3

COLOUR CODE

Use the same colour in highlighting your syllabi as you do in your planner. This will help you to recognize the course and what assignments are coming up.



4

OTHER INFO

Be sure for each Syllabi you know:

- Attendance Policy
- Office hours of the Prof and GA/TA
- Readings schedule



5

GET INTO A ROUTINE

- Get up at the same time everyday
- Go to bed at the same time every night
- Plan out meals
- Plan out leisure time
- Make time for active movement



University
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