Welcome to Spring 2019! The fall semester may have been a challenge, but you made it through and it is time to really dig into the spring semester. Take a few moments to read this Academic Success Guide. You will find tips on how to get organized and create a study plan. You will also learn how to create an effective flashcard deck, hear some words of wisdom from experienced UMD students, and learn about helpful campus resources. In the Department of Resident Life, we are always here to support your academic ambitions and to be a promoter of your success, but the strength and forward propulsion comes from you.

Good luck in spring 2019!

Get Organized & Create a Study Plan

Now is the perfect time to assess your workload and make decisions about how to proceed through the spring semester in a way that will promote your academic success. By now, you should have attended all of your classes a few times and have an understanding of your course load difficulty as well as your professors expectations. Use this knowledge to:

1. set up a schedule for studying and project completion,
2. determine how and where you need to study for each course, and
3. decide how you will hold yourself accountable to your organizational goals.
Tips to Get Organized

Committing to an organized semester will help you to stay motivated, keep stress levels down, and accomplish more in a short period of time. Try out some of the following suggestions to get and stay organized:

- Set goals by month, week, and day that outline what you want to accomplish. Be specific!

- Commit to specific studying times and hold yourself accountable. Building a routine is important.

- Set up your study space in a way that is clean, free from distractions, uncluttered, and comfortable. Make sure you have plenty of light.

- Include all of your obligations on your digital calendar and ensure that you set alarms for items you might forget.

- Determine a daily or weekly time to ensure that all of your notes and course materials are present, organized, and complete. Update when and where it is necessary.

- Determine a daily or weekly time to ensure that your personal space is clean and tidy. Get rid of clutter and put everything in its designated spot. Choose one thing to deep clean (vacuuming counts as deep cleaning).

- Keep a "to do" list and add everything that you need to complete. This list does not need to have details, but should include everything you need to do. You can use a note in your phone, a physical notebook, your phone’s "Reminder" application, or the tool of your choice. As long as it is easily accessible and can hold a list, you are on the right track.
Create a Study Plan

You will not learn information through osmosis or last-minute cramming. Learning is a process that takes time, planning, and a good amount of effort. Creating a plan of attack for each of your courses, as well as for you as a whole student, is a great place to start the process of learning. For each class, a study plan should include the following items:

- Expectations set by your professor. Did your professor mention that she does not want to see any spelling or grammar errors in your papers or she will take points off? Did they mention that you need to have read carefully before class for discussions? Does he require you to solve problems the way he does in class?

- A list of concepts that your professor will cover (get this from your syllabus).

- An overview of due dates and test dates, and when you plan to complete the work or study for the exam. Be realistic and plan ahead.

- A breakdown of the best ways to study and get work done for this course (e.g., doing practice problems, taking notes on the readings, creating and using flashcards, teaching others, reviewing past exams, using a test bank, attending a Guided Study Session, attending the Math Success Program, spending time in a lab, having a friend quiz you, etc.).

- A timeline for studying information that includes consistent time for review, even if there is not test or assignment coming up. Add this to your master calendar.

- A location for studying. Try to get out of your room and use study spaces on campus. If you study in your room, avoid your bed!

- How you will hold yourself accountable for carrying out your plan. Do you need to plan library trips with a friend? Will you join a study group?
Study Strategy: Best Practices for Creating Flashcards

Studying is a process that can be intimidating. Breaking it up over multiple study sessions can be helpful and so can breaking up content into digestible chunks. Utilizing flashcards is a research-backed strategy that, when done well, can have fantastic results. Here are some tips for making and utilizing flashcards.

- Flashcards are a form of quizzing, which is one of the top strategies for learning.

- When creating a deck of flashcards, make your own! Avoid using online, premade decks whenever possible.

- Make note of clicker questions. These make great flashcards.

- Make flashcards as you go for each class. Write down key pieces of information from each lecture at the end of your notes. Use these points to create cards for your deck as soon as possible.

- Once you have all of the information in a deck memorized, try going through your cards in reverse. Look at the answer side and come up with a question. You can also ask a friend quiz you.

- Check out College Info Geek for a great tutorial on creating useful and efficient flashcard decks.
Things I Wish I Had Known

Check out the following knowledge and tips from experienced students about how to be successful at UMD.

💡 Check Your Work

"Always do a final proofread of anything you write with fresh eyes. Don't just edit as you go and call it good. Proofreading on a different day will allow you to catch a lot more of your mistakes."

- Brian Gallion, Senior Journalism Major

💡 Utilizing Campus Resources

"Make use of the Writing Center for your papers, or if you can't make it to the Writing Center have a friend you trust read over your paper. Also, don't be afraid to use the tutoring services on campus. At one point or another everyone goes to Math Success or a Guided Study Session. If you go before you are completely lost, your semester will be much easier. Tutoring can seem daunting, but part of their job is to be nice and make you feel comfortable. Don't be shy.

- Elizabeth Amare, Senior Supply Chain Management and Operations Management Major

💡 Office Hours and Professional Connections

"Don't be afraid of going to office hours or scheduling an appointment with the professor. Not only do you get individualized help, it also helps build 1-on-1 relationships that could be beneficial in the long run."

- Marta Curiel, Senior Linguistics Major

💡 Policies

"Make sure you are clear about your professor's late policy. Late policies are often specific to each teacher, so it is important to know which one matches each class. Adjusting to college can be overwhelming, and other events happening in your life along with this adjustment can lead to pushing assignments to the last minute or forgetting to do assignments. Therefore, it is important to be aware of the late policy for each assignment so that you know how many points will be taken off if you must finish your assignment late."

- David Regenold, Sophomore Bioengineering Major

💡 Office Hours and Knowledge

"Really try to go to office hours! I wish I started doing it sooner. Being able to ask questions 1-on-1, especially for a STEM course, was a defining factor for me to understand the material. Plus, the time is dedicated for you! It'd be a waste to not use it!"

- Michael Hereth, Junior Mathematics Major

💡 Relevant Material

"It often helps to research relevant material that is beyond the scope of a course. If you can understand that material, you'll surely be comfortable with the material needed for the class."

- Jesse Salsbury, Senior Computer Science Major
HELPFUL RESOURCES

**Math Success Program** - Utilize this service to help you develop a better understanding of mathematical concepts or to get help on a specific problem. You can also use the program as a space to study with help just a table away. The Math Success Program runs Sunday-Thursday 6-9pm in the Oakland Hall Academic Enrichment Center.

**Tutoring.umd.edu** - Tutoring.umd.edu brings many of the university’s different tutoring options together into one easy-to-search space. Check out this website if you are looking for an on-campus tutor or tutoring program. Tutoring.umd.edu is also a great place to find online resources about topics such as study strategies, organization, time management, test taking, and many more.

**Academic Success & Tutorial Services** - ASTS provides tutoring for courses in which large number of students have traditionally struggled to complete. This includes courses such as accounting, biology, chemistry, computer science, economics, mathematics, philosophy, psychology, and statistics.

**The Writing Center** - The Writing Center can help you to gather your thoughts on a writing assignment or answer questions about things such as citations, grammar, and content quality. The Writing Center is not a proofreading service, but can help you with specific questions about mechanics. Try making an appointment to plan your paper before you start writing, or if you are struggling to organize your thoughts.

**Office of Multi-Ethnic Student Education** - OMSE offers tutoring in many first and second year courses. They also offer academic support to students that may be struggling or are simply looking for direction.

**Keystone Center** - The Keystone Center is a place where engineering students can go to work on homework or projects. It is staffed with upper level engineering students that can help with engineering fundamentals courses.

**Math Department Tutoring** - The Department of Mathematics offers tutoring during the day for many of its large courses. Check out the schedule of offerings and plan ahead to ensure you fully understand the concepts presented in class.

**Alpha Chi Sigma Chemistry Tutoring** - Utilize this service to help you develop a better understanding of chemistry concepts or to get help on a specific problem.
SPS Tutoring for Physics Majors - Tutors are available to help students with the introductory sequence, required math courses, modern physics, and quantum physics I. Get help with questions about homework or general questions about physics-related course material.

Slawsky Clinic - The Slawsky Clinic provides physics tutoring for students on a walk-in, first-come, first-served basis. The clinic operates primarily for the 100 and 200 level physics classes. The tutors can answer additional physics questions as their time and knowledge permit. The tutors are retired professors, scientists, and engineers.

Campus Quiet Spaces - Your bedroom may not be an area that is conducive to study due to noise level or the number of distractions present. The Campus Quiet Spaces website lists out many of the quiet spaces on campus that you can utilize to study or hold a group meeting.