

## Maximize Your Success

### Get Organized!

- ✓ Get a good planner and use it. Schedule everything, including your study time (2-3 hours for each hour in class is a good benchmark).
- ✓ Use email in cases where it will be helpful to have the information in writing to refer to later.
- ✓ Set up filters in your email account to clear junk mail out of the way and keep important messages from instructors, advisors, etc. front and center.

### Stay Healthy!

- ✓ Get enough sleep--most people need at least 8 hours to function at their best.
- ✓ Eat well--your brain works best when given the best fuel.
- ✓ Eat a good breakfast, try to avoid soft drinks and energy drinks.
- ✓ Exercise--work off stress and keep in shape physically and mentally.
- ✓ Schedule some time to relax and have fun.

### Go to Class Ready to Learn!

- ✓ Sit near the front of the class (there are fewer distractions and you can see well).
- ✓ Bring needed materials to class—homework, notebook, calculator, pencil, etc
- ✓ Look over your notes from the previous lecture and read ahead in the book.
- ✓ Check the course D2L site or any class webpages to catch new postings or information.
- ✓ Check your email often if that is your instructor's method of communication outside of class.

### Engage!

- ✓ Focus your attention on the class—eliminate distractions.
- ✓ Take useful notes. Don't just copy what is written on the board hoping it will make sense later.
- ✓ Take notes by hand, in a dedicated notebook, not on the computer.
- ✓ Answer the questions asked during class, even if only for you.
- ✓ Participate in any group or individual work.
- ✓ Ask questions.

### Get Started on Assignments Early!

- ✓ Begin working on assignments as soon as possible after the class when the topic is presented.
- ✓ Study in a setting that maximizes your concentration and where you can get help if needed.
- ✓ Use your scheduled study time for your math course even if you do not have work that is due. Rewrite or add to your notes, read the textbook, do some extra problems.

### Take Advantage of Available Resources!

- ✓ Instructor office hours
- ✓ Think Tank Tutoring (through Math 129): <http://thinktank.arizona.edu/>
- ✓ Think Tank also offers Academic Skills Workshops, both in person and online, appointments with Learning and Academic Specialists, Supplemental Instruction and more.
- ✓ Free Math Department Tutoring for Math 129 and above, with a few exceptions: <http://math.arizona.edu/academics/tutoring>
- ✓ Form a study group of serious students.
- ✓ Familiarize yourself with the Calculus Website: <http://math.arizona.edu/~calc/>
- ✓ Review algebra skills: <http://prep.math.lsa.umich.edu/pmc/>

### Get Help Early!

- ✓ Speak with your instructor and advisor immediately if you are having trouble in a course. Together you can assess your difficulties and the best course of action.