

How to Succeed in Dr. Chick's Classes (and Many University Courses)



Attending Class & Meeting Deadlines

- ☑ Be in class, on time, prepared, and attentive.
- ☑ If you miss more than a couple of classes, expect your absences to affect how well you understand what is going on in class. Class activities develop understanding beyond the readings.
- ☑ If you must miss a class, get missed assignments, notes, and handouts from your study partner *before* you return to class to be as ready for class as students who were there. *If your study partner disappears, take the initiative and get another one.*
- ☑ Turn in your work on time. Due dates are clearly indicated on the syllabus.
- ☑ Treat your classmates and your professor respectfully.

Taking Notes

- ☑ Write down definitions, deadlines, terms to look up later, homework assignments, revisions to the syllabus, key quotes, dates, and *anything I emphasize*.
- ☑ Write your notes legibly, in outline form, and rarely in full sentences.
- ☑ Remember important things I tell you in class, even if I say them only once. If you can't remember, make sure they're in your notes.
- ☑ Actively use these notes by reviewing for class discussions, papers, projects, and exams. You should also xerox these notes for study partners when they're absent.



Studying

- ☑ ...is *not* cramming but instead is a consistent, frequent, and active reviewing of notes, annotations, and readings.
- ☑ Keep up with the readings.
- ☑ Test your knowledge with partner or with a study group. Education research and surveys of graduates show that informal study groups are keys to student success in college.
- ☑ Work on long-term projects (papers, research projects) systematically and consistently, rather than procrastinating. Break them up into smaller chunks of work and time to make them manageable.
- ☑ Since no one is checking up on you, you do have the choice not to study, as defined above. However, expect that choice to *seriously* impact your grades. It is *your* choice.

Time Management

- ☑ Write due dates on a calendar, and schedule times for studying, as defined above.
- ☑ Expect to spend *six* hours per week studying, as defined above, for this course. That's 2 hours out of class for each 1 hour in class (F2F or OL), the rule of thumb for *every* college-level course and certainly mine.
- ☑ If you procrastinate or do not practice this type of studying, some weeks will require more than 6 hours of work. (Plus, that kind of cramming typically does not lead to the same quality of learning or grades as the above definition of studying. Again, it's your choice.)

Reading

- ☑ There are different ways of reading for textbooks, articles/essays, and literature (short fiction, poetry, novels). Reading essays and literature quickly does not lead to an appropriate understanding for university-level courses.
- ☑ Annotate your reading by marking key quotes and terms, noting important figurative language (symbols, metaphors, images), jotting down questions, writing brief paraphrases (main points) of paragraphs or sections for easy review. Use highlighters sparingly, if at all. A better form of annotation is with a regular pen or pencil, underlining only the most key sections and writing notes in the margins or on post-it notes.
- ☑ Always, always, always have a dictionary handy. You simply *must* look up words you're unsure about in the dictionary, or else you will not understand what you're reading.
- ☑ Look up significant historical references in an encyclopedia or online.



Writing

- ☑ Treat writing as a process of prewriting, drafting, and editing (which includes but goes far beyond what we call "proofreading"), with most of the time spent in the prewriting and editing stages.
- ☑ Think carefully about the purpose and audience of your writing assignments before you start.
- ☑ Have a clear sense of organization in your writing, including an introductory paragraph with an explicit thesis, focused body paragraphs, and a conclusion.
- ☑ Treat your writing as formal activities (appropriately formal diction, grammatically correct, proofread, typed, neatly presented)—unless instructed otherwise.
- ☑ Bring your work to the Writing Tutors in The Learning Center (Ritzinger 236) or send it to the free online tutors at least 3 days before it's due (<http://waukesha.uwc.edu/academics/owl/>).

How to Fail in Dr. Chick's Classes (and Many University Courses)

Attending Class & Meeting Deadlines

- Be late to class.
- Leave class early.
- Miss class.
- After missing class, do little to get caught up.
- Expect no penalties for late work.
- Treat your classmates and your professor disrespectfully. After all, you're paying to come here, right?

Taking Notes

- Sit back in your seat and trust that you'll remember everything that happens in class.
- Take minimal notes: write down only what I tell you to write down.

Studying

- Fall behind on your readings, or skip some. You'll get the gist of the readings by listening in class, right?
- Treat your notes as a mere record of class: write the notes, bring them to class (sometimes), and put them away when you get home. Otherwise, don't look at them.
- Procrastinate.



The Bewildered Pupil
Gina Knee, ca. 1942

Time Management

- Use only the syllabus as your calendar to remind you of due dates.
- Spend the same amount of time working on this course as you did with high school classes.
- Procrastinate.

Reading

- Skim assigned readings.
- Read without a pen or pencil in hand, and don't take notes.
- Dictionary, schmictionary! Skip over words you don't know, assume that if a word is familiar to you, you must know what it means, and if it isn't familiar, you don't need to know what it means.

Writing

- Write essays the day before they're due.
- Feel free to use slang, and write the way you talk to your friends. After all, the class is pretty laid back, so essays must be no big deal.
- Don't worry about your writing's correctness or level of polish. Your ideas are all that *really* matter!