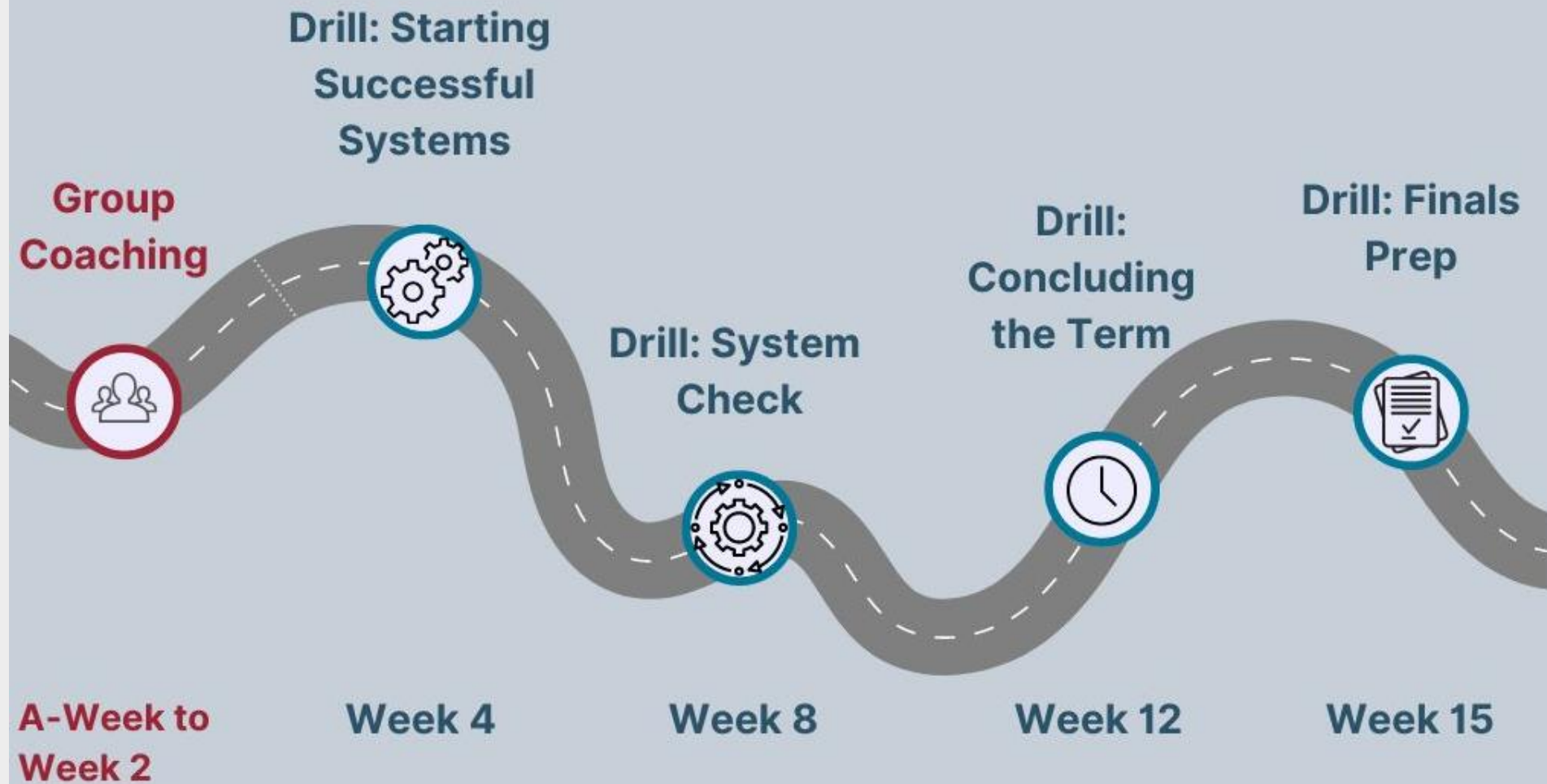


GNEG Academic Coaching Roadmap



Test-Prep: Starting Successful Systems

ENGR Academic Coaching Team



Our Time Today

- Evaluate your test preparation systems**
- Reflect on Adjusting Each Input**



What you will need:

- Blank sheet of paper (or Word Doc)**
- Something to write with**

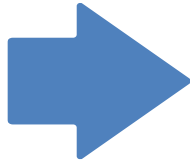
What is a System?

"Interconnected or related parts working together for a common purpose (goal)." -Dr. Eric Specking

System

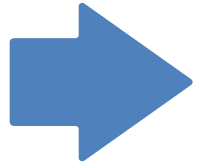
Input

- Time
- Content
- Resources
- Person/Self-Care



Output

- Grades
- Understanding



Fixed vs Growth Mindset

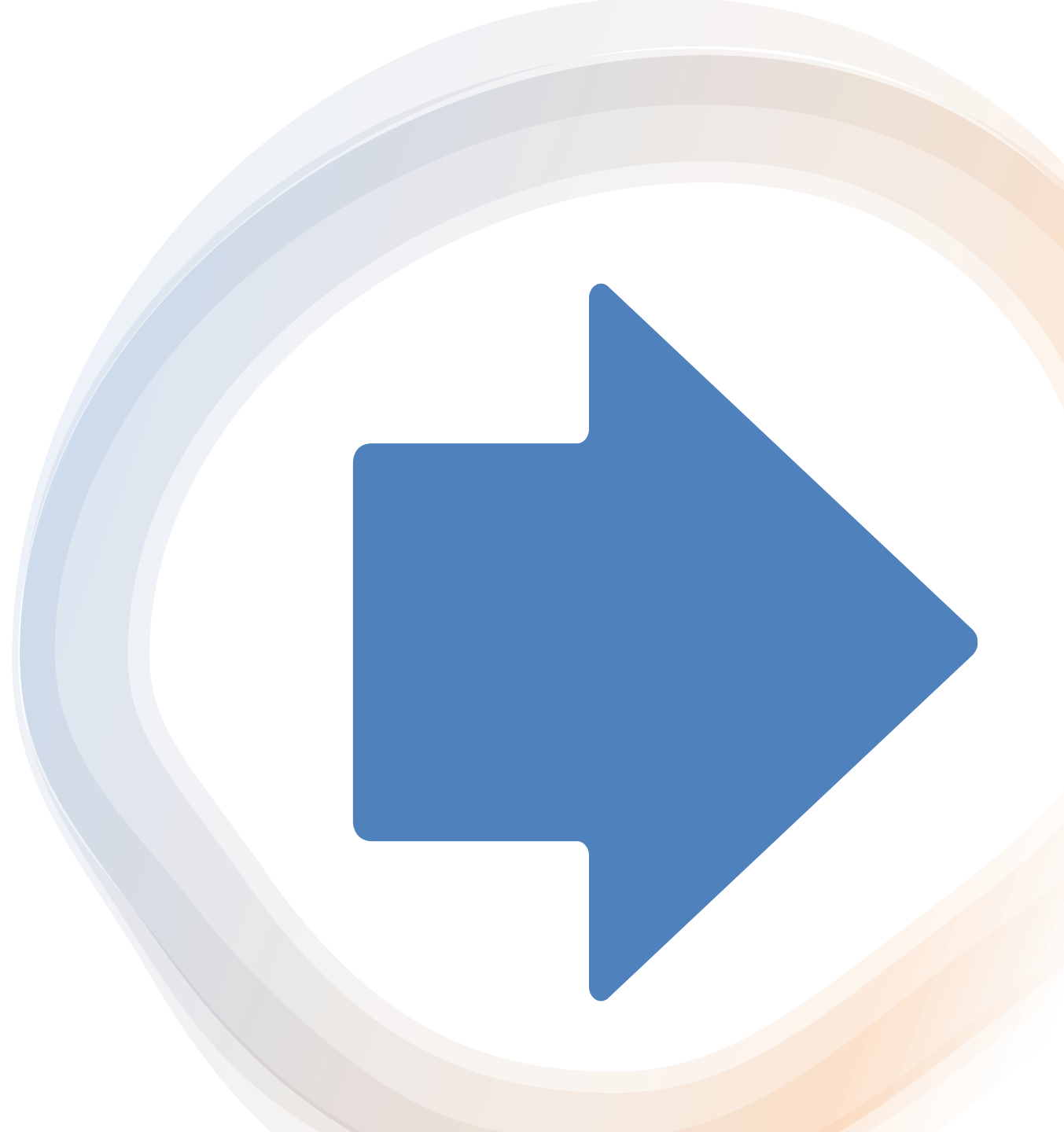


High School Study Habits

College Courses

Inputs

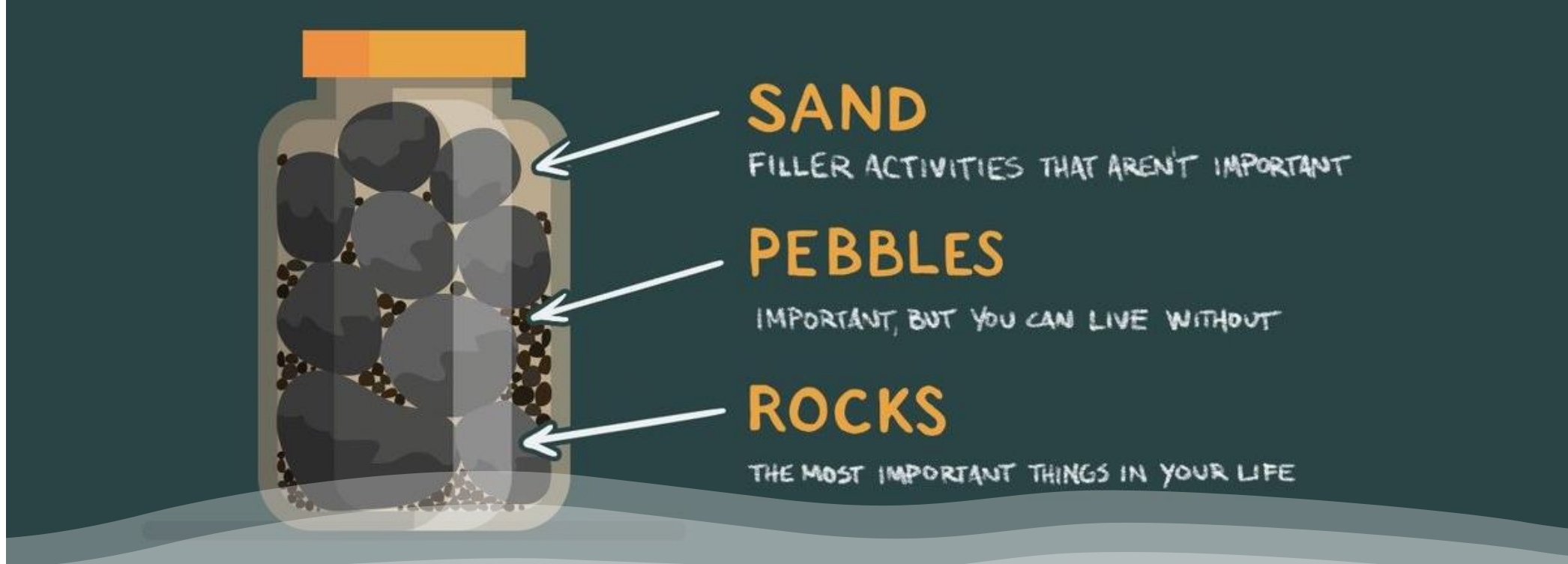
- Time
- Content
- Resources
- Person





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First-Year Engineering Program



Time

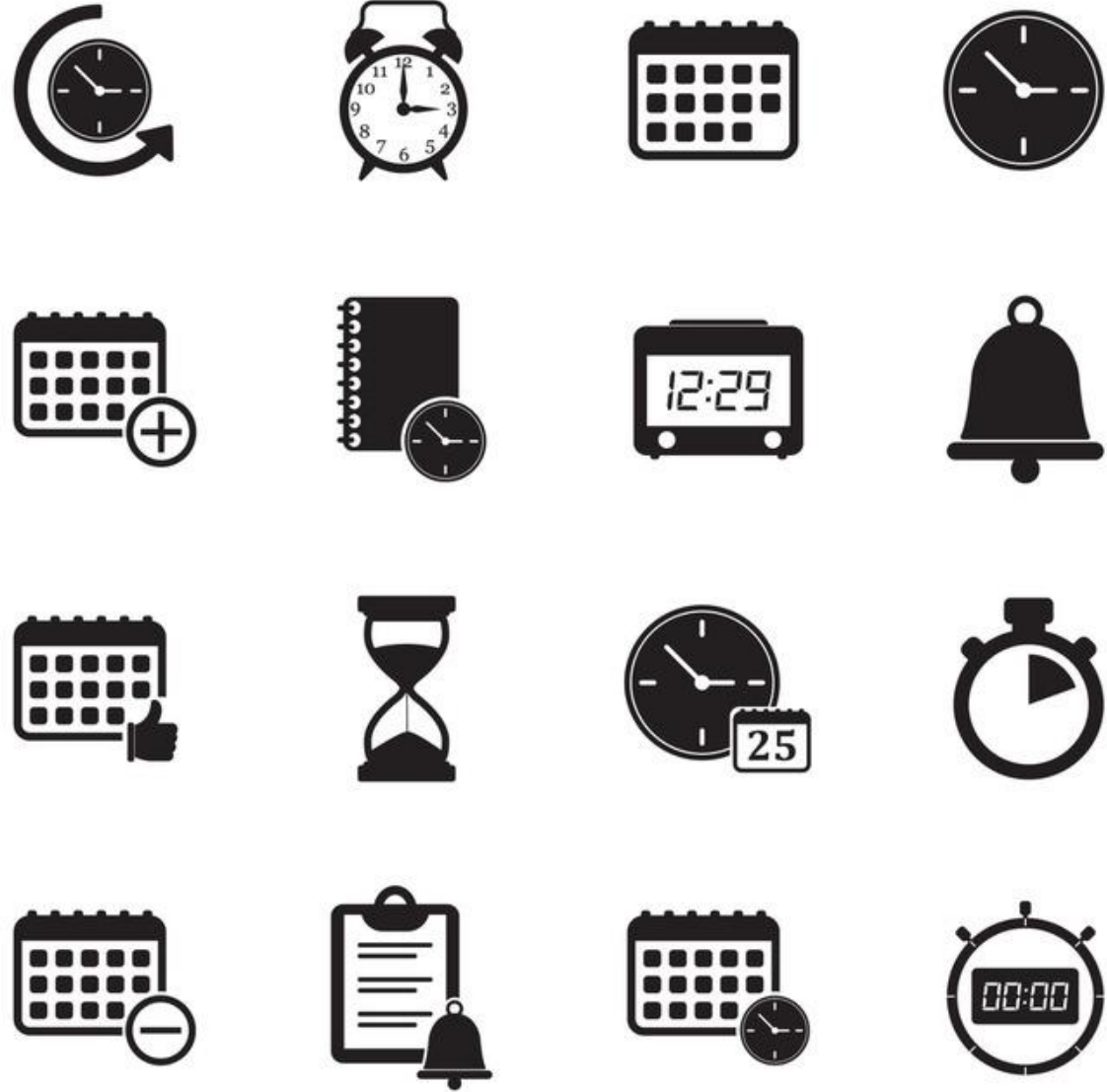
Write Down:

- What are your rocks, pebbles, and sand?
- How do you need to improve your “time” input?

Time Management

Energy is Finite

Know how, when
and where **you** work
best.



Using Outlook to Create a Fixed Commitment Schedule



Download the Outlook App
to your computer



When done adding blocks, allocate
WHEN you will meet your weekly
demands (homework, exams,
quizzes, etc.)

Block Your Weekly Calendar:

1. Import courses into your calendar using UA Connect
2. Add work hours, labs, extracurriculars, other weekly commitments.
3. Add all assignments/coursework for the semester
4. Allocate study/HW time



Why a fixed commitment schedule?

1. Gives a bird's eye view of your week
2. Manage multiple class schedules
3. Illuminates hidden pockets of time
4. **Creates structure, accountability, and balance.**

Need one-on-one help creating a fixed commitment schedule? Utilize **Skills Coaching**.

SKILLS COACHING

1:1 HELP WITH THESE SPECIFIC SKILLS:

- Creating a study plan for an exam
- Prep and review strategies for an exam
- Creating a weekly schedule
- Learning strategies (note-taking, outlining, reading academic material)

[Schedule Here](#)



Input: Content

- Review
- Quizzes
- Practice problems
- Homework
- Professor Lectures

*Different for each class



Blooms Taxonomy



CREATING

USE INFORMATION TO
CREATE SOMETHING NEW
*Design, Build, Construct,
Plan, Produce, Devise, Invent*

EVALUATING

CRITICALLY EXAMINE INFO &
MAKE JUDGEMENTS
*Judge, Test, Critique,
Defend, Criticize*

ANALYZING

TAKE INFO APART &
EXPLORE RELATIONSHIPS
*Categorize, Examine,
Compare/Contrast, Organize*

APPLYING

USE INFORMATION IN A NEW (BUT SIMILAR) SITUATION
Use, Diagram, Make a Chart, Draw, Apply, Solve, Calculate

UNDERSTANDING

UNDERSTANDING & MAKING SENSE OUT OF INFORMATION
Interpret, Summarize, Explain, Infer, Paraphrase, Discuss

REMEMBERING

FIND OR REMEMBER INFORMATION
*List, Find, Name, Identify, Locate,
Describe, Memorize, Define*



(Harvard University: The Derek Box Center
for Teaching and Learning, 2020)

Content

Write Down:

- Which level do you reach before moving on with content?
- How are you studying before, during, and after class?



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ARKANSAS

College of Engineering

Success in Class

HOW TO ENHANCE ACADEMIC SUCCESS FOR ENGINEERING STUDENTS

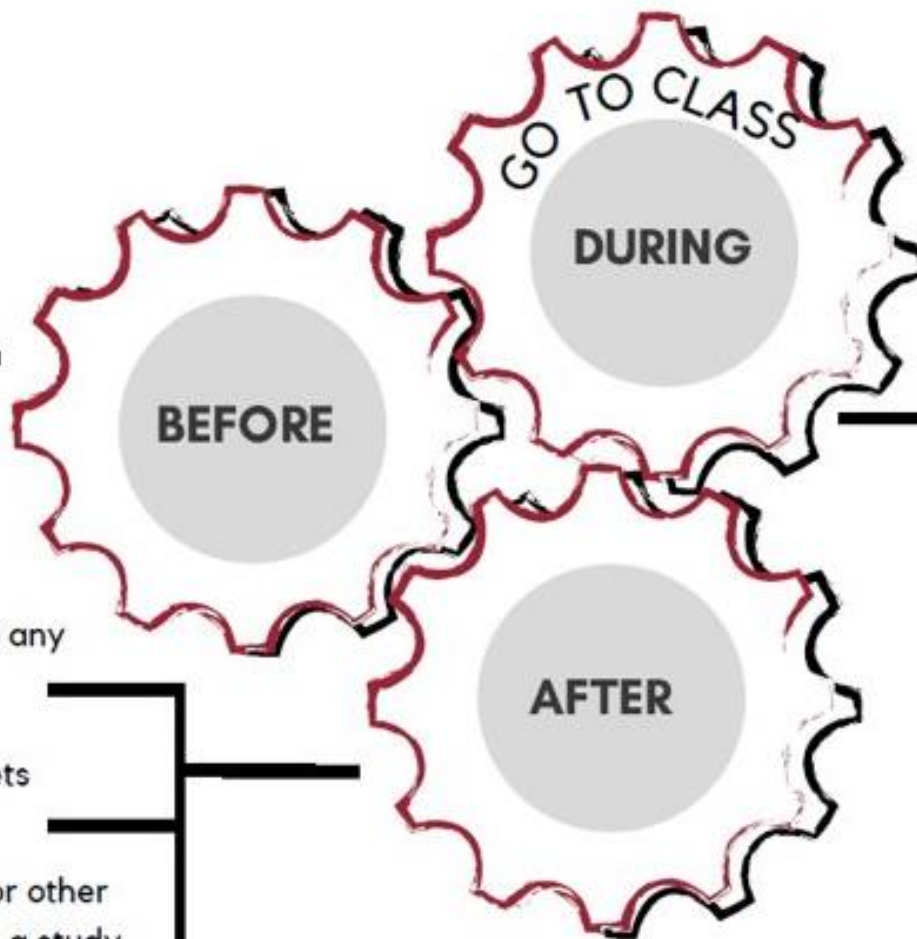
Preview syllabus
and skim
upcoming material

Note main ideas
and write down
questions

Review class notes and note any
knowledge gaps

Start homework/ problem sets
the same day

Use focused study sessions or other
learning strategies and keep a study
schedule to avoid cramming



Be an active listener- gently
bring yourself back to the
present if you get distracted

Look for the relationship
between concepts

Take efficient notes and
leave room to fill in details
later

Ask clarifying questions

Preparation Strategies	Review Strategies
Develop study sheets	Recite study sheets
Develop concept maps	Replicate concept maps from memory
Make word cards	Recite word cards
Make question cards	Recite question cards
Make formula cards	Practice writing formulas
Make problem cards	Work problems
Make self-tests	Take self-tests
Do study guides	Practice study guide info out loud
Re-mark text material	Take notes on the re-marked text
Make a list of 20 topics that might be on the exam	Recite the list of 20 possible exam topics
Do problems	Do "missed" problems
Make an outline	Recite notes from recall cues
Summarize material	Recite summary out loud
Make charts of related material	Re-create chart from memory
List steps in a process	Recite steps from memory
Predict essay questions	Answer essay questions
Answer questions at the end of the chapter	Practice reciting main points
Prepare material for study group	Explain material to study group

5-Day Method

1. Select an exam. Divide the content into 4 chunks (chapter/concepts)

2. Use the prepare & review method for each day to add chunks

2. Complete the worksheet to allocate time each day for prep and review

Flexibility is key: You may need to add additional days or content chunks in order to ensure sufficient time/attention to each segment.

HOW TO CREATE AN INTENSE STUDY SESSION

GOAL	FOCUS	REWARD	REVIEW
What is your top priority for this study session? Pick 1-2 tasks to complete.	Engage with your study materials. Read, organize, practice, or review free from distractions.	Time for a break! Stretch, check your phone, have a chat, or take a walk.	Summarize your session. What did you accomplish? What needs to be done next session?
1-2 MIN	30-50 MIN	10-15 MIN	5 MIN

**WHERE
DO I FIND
ALL THESE
HELPFUL
LIFE-
CHANGING
TEST
PREP
RESOURCES
??????
(Blackboard)**



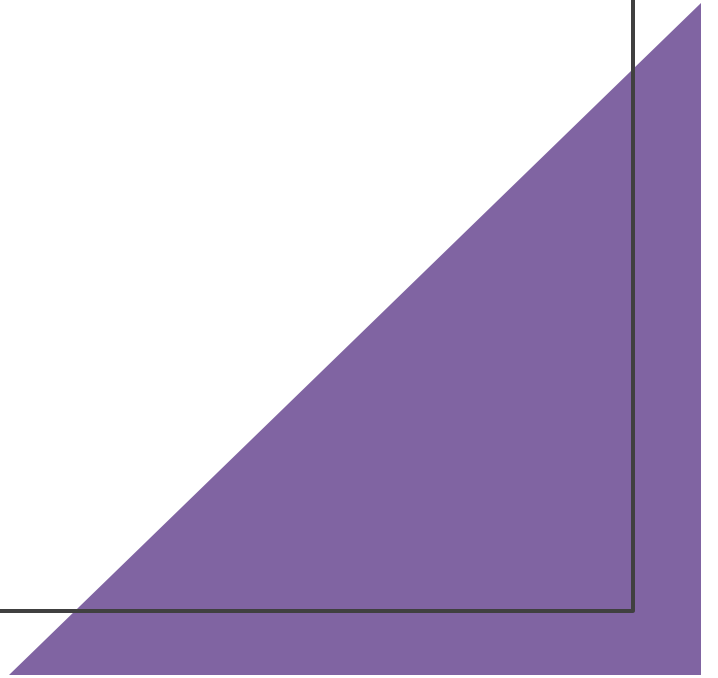
Exam Preparation A↓

Navigate study plans, manage test anxiety, and prepare for cumulative tests with these resources.



CHEM 1103 Exam Prep Tips

- **Also in the Academic Coaching Blackboard page**



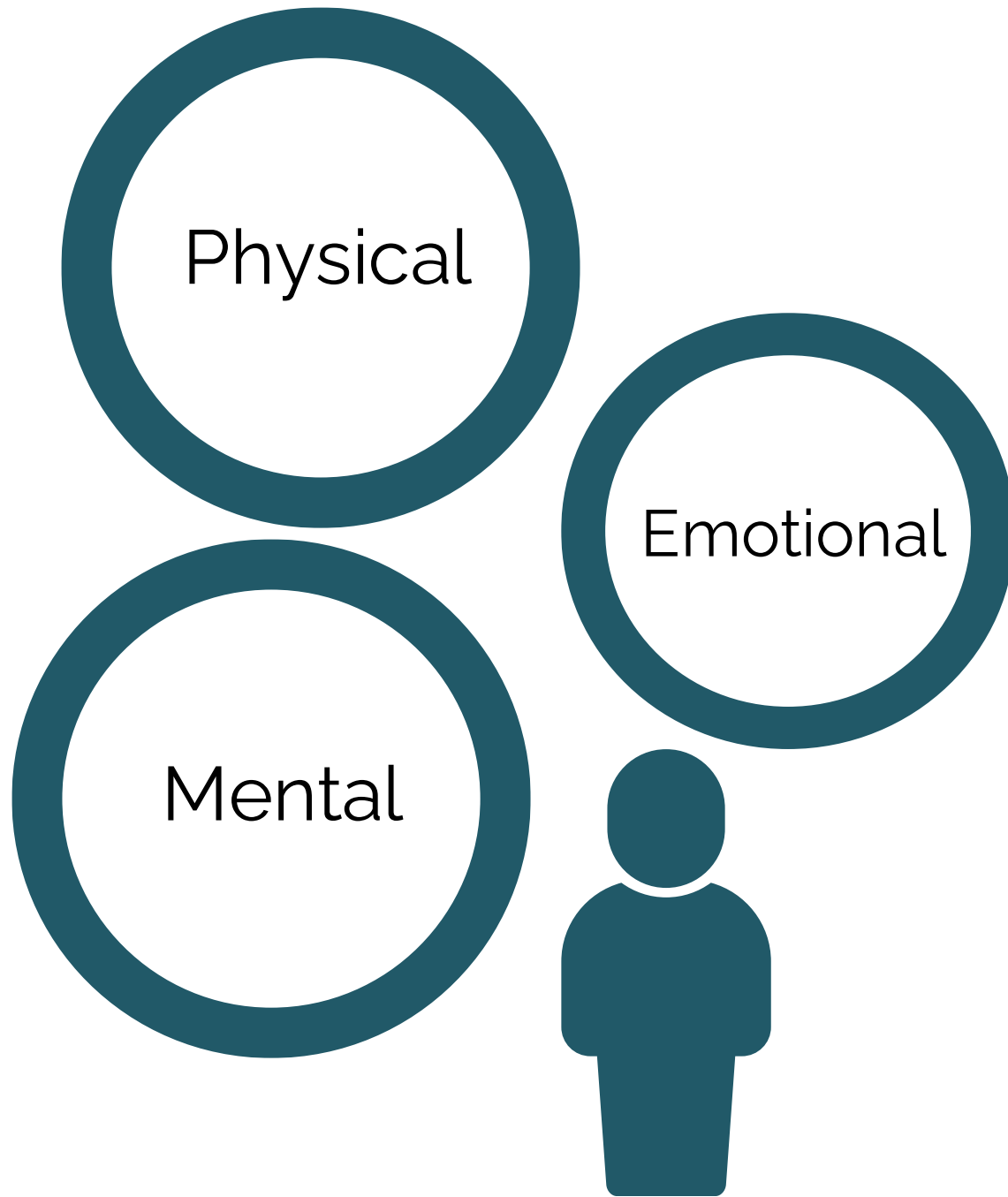
-
1. In your groups, list all the resources you think will help you in your study system.
 2. Next, reflect on what makes us hesitate to act and utilize these resources.

Input: Resources

(Confident Advocacy)

- Yourself
- Classmates/Study Groups
- Professors
- Academic Coach
- Tutoring
- Study plans





Input: Person

- What role do these have in your test preparation system?
- Does anything need to change?

Starting Successful Systems

➤ To Get Our Desired Outputs

Write Down:

What parts of your system (inputs) are working well, and which parts need adjusting to get your desired outputs?

- 
- Time
 - Content
 - Resources
 - Person

System Criteria

- You are NOT your grade

Grade= a reflection of your system

- A system will only be used if it makes the action **easier** and more **effective** than it was before.

Systems need to be simple and become stronger with use, not take more time or energy.

Make an Appointment

Drop-in Hours:
Wed 2-4pm (ENGR 315)

engcoach@uark.edu

SKILLS COACHING

1:1 HELP WITH THESE SPECIFIC SKILLS:

- Creating a study plan for an exam
- Prep and review strategies for an exam
- Creating a weekly schedule
- Learning strategies (note-taking, outlining, reading academic material)

ACADEMIC COACHING

1:1 SUPPORT WITH THESE SUCCESS TOPICS:

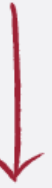
- Identifying specific goals to create an individualized success plan
- Navigating campus life and resources
- Prioritizing questions, exploring future planning and areas of growth

CALCULUS COACHING

1:1 SUPPORT WITH SKILL DEVELOPMENT IN CAL I & II:

- Creating a study plan for a Cal exam
- Calculus prep and review strategies
- Cal specific learning strategies (note-taking, outlining, reading academic material)

Schedule Here



Drill 1: Sign-Out Survey

*Test-Prep: Starting
Successful Systems*

