Academic Health Check

Am I on Track?

*Check whether you are doing some of the things that can help you be effective in your University studies.*

- I have read all the course outlines/overviews and I understand what is expected of me in all the papers I am enrolled in
  - Yes
  - No

- I know who the course coordinators/administrators are in all my papers (in case I need to get information or help)
  - Yes
  - No

- I have contact details of the people to get help from in all my papers (e.g. tutors)
  - Yes
  - No

- I know which textbooks (or course readers) I need, and have them/or am in the process of getting them
  - Yes
  - No

- I know how to use Blackboard and regularly check all the relevant Blackboard sites for announcements, resources and other info
  - Yes
  - No

- I am attending all lecture/tutorials/labs/workshops/screenings provided in my papers
  - Yes
  - No

- I have done the required/recommended readings for all my classes (these will help you to make more sense of classes and make note-taking easier)
  - Yes
  - No

- I feel I am keeping up with the required readings
  - Yes
  - No

- I am actively involved in classes by making notes and mentally processing information
  - Yes
  - No

- I process lecture notes (summarising and testing myself on the information) within two days of the lecture
  - Yes
  - No

- I organise and file my notes and hand-outs regularly
  - Yes
  - No

- I have marked the dates of all my tests and assignments
  - Yes
  - No

- I know how to get a hold of any reading or web resource that have been recommended in the course
  - Yes
  - No

- I know what the Student Learning Development office is and where it is
  - Yes
  - No

- I know about extra opportunities to learn (e.g. college tutorials, PASS, study groups and on-line resources)
  - Yes
  - No

- I have already started/or plan to meet up with other students in my course to work together on study tasks
  - Yes
  - No

- I spend around 12 hours per week, per paper I take, attending classes, and doing self-directed study and assignments
  - Yes
  - No
How much time do I spend in each of my courses per week?

<table>
<thead>
<tr>
<th>The number of hours I spend attending classes per week?</th>
<th>The number of hours I spend on course-related study outside of class per week? (e.g. readings, revising notes etc.)</th>
<th>The total number of hours?</th>
<th>The number of hours I’m expected to spend per week in total on my paper (typically 12 hours per week, per paper)</th>
<th>Does the total of hours (c.) exceed, or equate to d.?</th>
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</thead>
<tbody>
<tr>
<td>1.</td>
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<td>4.</td>
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</table>

Total number of ‘yes’ answers?
Add these to the ‘yes’ answers from overleaf:

**Total ‘yes’ answers:**

<table>
<thead>
<tr>
<th><strong>Suggested action</strong></th>
<th><strong>Total ‘yes’ answers:</strong></th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>16 – 24 SAFE ZONE</strong></td>
<td>I am on track to have a successful first semester: I can try to turn all ‘no’ answers into ‘yes’ answers! Why stop now?</td>
</tr>
<tr>
<td><strong>10 – 15 NEEDS ATTENTION</strong></td>
<td>There is room for improvement with academic habits: I can turn more ‘no’ answers into ‘yes’ answers. Why not start today?</td>
</tr>
<tr>
<td><strong>0 – 9 NEEDS MORE ATTENTION</strong></td>
<td>I may need to consider some changes in the way I approach my study. Which ‘no’ answers can I start turning into ‘yes’ answers today? If you feel overwhelmed or don’t know where to begin, see below for some places to get you started:</td>
</tr>
</tbody>
</table>

I can tell myself that:

- It’s not too late to turn ‘no’ answers into ‘yes’ answers.
- I can optimise my study habits and ask questions.
- I am still learning how to be a University student.

What else can I do?
Perhaps I can consider approaching:

- Fellow students in my college, flat or course to form study groups
- My RA or college tutors
- Head or deputy head of my college
- Course coordinators or other staff in my courses (e.g. tutors)
- Talking with a peer writer or staff member at the Student Learning Development office