UNIVERSITY *of* OTAGO
Te Whare Wānanga o Otāgo
NEW ZEALAND

Higher Education Development Centre
Student Learning Development
Whaowhia Te Kete Mātauraka

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

Higher Education Development Centre
Student Learning Development
Whaowhia Te Kete Mātauraka

UNIVERSITY of OTAGO
Te Whare Wānanga o Otāgo
NEW ZEALAND

How much time do I spend in each of my courses per week?

	The number of hours I spend attending classes per week?	The number of hours I spend on course-related study outside of class per week? (e.g. readings, revising notes etc.)	The total number of hours?	The number of hours I'm expected to spend per week in total on my paper (typically 12 hours per week, per paper)	Does the total of hours (c.) exceed, or equate to d.?
1.		+	=		
2.		+	=		
3.		+	=		
4.		+	=		
			Total number of 'yes' answers? **Add these to the 'yes' answers from overleaf:**		

Total 'yes' answers:	Suggested action
16 – 24 SAFE ZONE	I am on track to have a successful first semester: I can try to turn all 'no' answers into 'yes' answers! Why stop now?
10 – 15 NEEDS ATTENTION	There is room for improvement with academic habits: I can turn more 'no' answers into 'yes' answers. Why not start today?
0 – 9 NEEDS MORE ATTENTION	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:**

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