

Start of Term Checklist

WEEK 0 OR THE WEEK BEFORE THE TERM STARTS:

- ❑ Use the [Beaver Store](#) to identify texts, technology, & resources needed for class
- ❑ Review or print class schedule from [Beaver Hub](#) (search “Class Schedule,” then follow links)
- ❑ Identify each course’s format (E.g., on-campus, blended, hybrid, remote, online)
- ❑ Locate class locations on the [campus map](#) (knowing where you’re going makes a difference!)
- ❑ Plan commute times (to OSU, between classes, etc.)
 - Consider on- and off-campus [transportation options](#)
 - Think about where you’ll be and transition time that you need and that you have available
- ❑ Access your [ONID email](#) regularly to check for course announcements
- ❑ Access [Canvas](#) course sites to review available syllabi, schedules, & announcements
 - Make a list of questions you have about each course
- ❑ Double-check class locations (in [catalog](#) or [Beaver Hub](#)) the day before each class
 - Attend classes; collect syllabi to use when planning for the term.
- ❑ Review the [Technology Checklist](#) to be sure your technology is ready to go
- ❑ Visit the [Academic Success Center](#) (Waldo Hall 125) or live-chat with a [Strategist](#) about resources to support you this term
- ❑ Make an [Academic Coaching](#) appointment to plan ahead/set goals for the term
- ❑ Create a [weekly schedule](#) for the first two weeks of class with class time, study time, break time, meals, etc.
 - Over-estimate how long things might take and leave flex time in case tasks take longer than expected
- ❑ Identify a quiet space for any remote learning or Zoom meetings & two to three [spots to study](#)



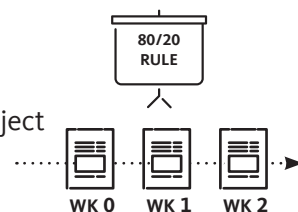
WEEK 1:

- ❑ Attend any in-person and/or synchronous class sessions
- ❑ If unable to attend class sessions, let your instructor know, and plan together how you’ll complete coursework
- ❑ Visit office hours (sometime within weeks 1-3)
 - Introduce yourself & get to know your instructor
 - Ask your questions about the course, technology, and assignments (from Week 0)
 - Be sure to ask if your instructor has strategies for learning in the course (content, modality, etc.)
 - Identify campus resources being offered that can support your success (location, in-person/remote, hours, etc.)
- ❑ Complete readings and assignments
- ❑ Complete Term-at-a-Glance with all term due dates and start a [Weekly To-Do List](#)
- ❑ Reach out to peers to develop study groups (in-person or remote); decide when you’ll meet, where, and how often you’ll connect



WEEK 2:

- ❑ Revisit your [weekly schedule](#)
 - Evaluate how much time you need to prepare, attend, and study for each class
 - Revise schedule given your experience juggling class, study, work, etc., so far
- ❑ Create a [study cycle](#) for each course using [active learning strategies](#)
- ❑ Plan a time to get support from the [Writing Center](#) on an upcoming writing assignment/project
- ❑ Make connections between concepts from Week 1 and Week 2
- ❑ Use the 80/20 rule (80% of time on new material; 20% of time on review) when studying
- ❑ Create an ongoing visual or [notes](#) summary to track past/new concepts
- ❑ Begin your study and review for midterms



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