How to maximize your success in Math 102 (or college classes in general)

1. **Responsibility:** You are ultimately responsible for how well you will do in this class.

2. **Class attendance:** Attend class regularly, pay attention and take notes.

3. **Study:** It is highly recommended that one spends at least 2 hours of studying for each course unit. That translates to at least 6 hours per week for a 3-unit class such as Math 102. Math classes sometimes even require more time. Most importantly: **Do not save up the study time to just before a test. It will not work. Preparing for a test should be a review not learning new material.**

4. **Preparation:** If you do not remember certain prerequisite material you should take steps to review the necessary topics. Some of this you can do on your own but you may want to ask your instructor for guidelines on what to study.

5. **Resources:** Take advantage of the support services available. A) Use your instructor's office hours efficiently. **The time and place of the office hours should be on the course syllabus.** B) Tutoring help is available in the Learning Resource Center Lab in SB 417. **Lab Hours: Monday and Thursday 9 am – 5 pm, Tuesday and Wednesday, 9 am – 7 pm and Friday 9 am – 3 pm.**

6. **Ask questions:** Don't be afraid to ask questions in class or when going to your instructor's office. Questions that indicate that you have already worked on a problem and you are uncertain on how to proceed are better than questions such as "can you do problem #7 on page 133?"

7. **Study groups:** Try to form study groups with your classmates. Effective group work is collaborative work and different from simply copying work from a friend.

8. **Time management:** Learn how to balance the time spent on your studies, family/friends and work. It is a challenge if you work 20 or more hours per week, but you must learn how to prioritize, and not let your studying come in last.

The following is a list of quotes from "100 Things Every College Freshman Ought to Know" by William Disbro.

**Every College Freshman Ought to Know:**

that **college is very different** from high school. In high school almost everything you did was planned by someone else: the courses, your schedule of classes, your readings, your meals etc. In college - you’re
on your own. You have complete freedom to become successful in your life - or you can fail out, all by
yourself. For better or worse, in college and life, it's all up to you.

that **parties, drinking, and late hours** will take a toll on your body no matter how young and virile you
are. Sooner or later it will catch up with you, and you will not have the time or concentration necessary
to do the required coursework, which your grades will reflect. Some fun is good, even necessary to break
up the routine of study, but keep Ben Franklin in mind: moderation in all things…

that they must be willing to **ask for help** as soon as they think they need it. The very first person to ask -
not the last- is the instructor. Most faculty want students to succeed. Don't ever be embarrassed about
discussing any problems affecting the course. Let the instructor know you miss a class or if you have
difficulties seeing or hearing. Ask for advise and do so early. You cannot make up an entire term's
worth of material in the last week of classes.

that forming a **study group** with fellow students is an excellent way to prepare for exams. This is a
serious group - not a party. Select members carefully. All members should be willing to work. If not,
dump them. Form a group by writing a note on the board for interested people to decide when and where
to meet. No more than four to six people.

that **good study skills** are vital to success. Better students already have good study skills. They were
taught them or they learned them by trial and error. Whatever the case, good students have the ability to
make great use of their **memory**. They can **read quickly** and **retain** the importance of what was read.
They can **take good notes** that will help them study for exams. They know how to **predict test
questions** and they know how to **study** for any particular kind of test. Good students will also plan ahead
to build into their schedule all the hours necessary to get ready for an exam. They also know how not
worry themselves to death about exams. Regardless of one's academic standing, almost all students can
benefit from even a brief study of a good **study skills textbook**. Locate one and practice its strategies.

that **education is not entertainment**. Sometimes education is fun and exciting, but a lot of time it is not.
It's just plain hard work. Lectures can be boring. There will be no exciting visual image change every
two seconds as on MTV. Keep busy taking good notes. If college degrees were easy to earn, everyone
would have one. One of the first things a college degree says about you is that you can survive.

about **time management**. Students who organize their time and stick to a schedule normally do better
than those that don't. There are a wide variety of time management approaches from which to choose.
You may need to change the form you used in high school to operate effectively in college. Be prepared!
It's a natural evolution to the college process. Try an approach. Take your academic calendar and break
it down into weeks. List major events first, (i.e. midterms, finals, due dates for papers, etc.). Next, take
the first week and schedule everything you think will happen: sleeping, eating, work, classes, play time,
and the one thing a lot of students forget to build into their schedule, study time. Two hours of study
time (i.e., reading, reviewing notes, etc.) should be scheduled for each hour in class although some
classes will not require all that time and some will require much more. Keep adjusting until you find the
approach that work best for you. Keep this motto in mind as you proceed: **Plan Your Work, Then
Work Your Plan.**

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