**English Composition II – Student Checklist**

**Action Plan**

Attend all my classes without skipping any session.

Set aside 1-2 hours each week to go over assigned readings before class.

Spend 1-2 hours each week reflecting on new information discussed in class and try to link to previous learning.

Attend SI sessions every week.

Email SI leader within 24 hours to discuss availability for extra sessions if I am unable to attend scheduled SI sessions.

Break down essays into smaller parts and dedicate 1-2 hours to complete each part every day before due date.

Meet with my professor during office hours to clarify instructions and information.

Use a planner to schedule each assignment with deadlines and break down each required tasks toward completion.

Make at least 2 appointments with ACE - Tutoring for extra assistance on essays at least a week before due date.

Complete all surveys assigned by the SI leader within 24-48 hours to provide feedback for improvement.

**Motivation: You Can Do It!**

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| **Two of my goals are to…** *(read ahead the chapters, summarize class notes, meet with my professor, check ACE Self-Help, etc.)* |
| **Two effective habits I have done are…** *(minimize distractions when studying, follow my schedule/planner, attend tutoring, etc.)* |

**I, \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_, agree to adhere to this action plan and give this semester my all.**

**Student Signature: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_**