**English Composition II – Student Checklist**

**Action Plan**

Attend all my classes without skipping any session.

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

Complete readings before class.

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

Take advantage of all FREE resources (e.g., ACE SI, ACE tutoring, ACE advising, student counseling, etc.).

Decide when to take a break and how to reinforce or reward myself when tasks are completed.

Stick to a consistent schedule for studying and completing assignments before taking a break.

Spend at least 1 hour each day reviewing assigned readings.

**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: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_**