

Academic Support Center: <http://apps.carleton.edu/campus/asc>

"Education is our passport to the future,
for tomorrow belongs to the people who prepare for it today."
-Malcolm X



4th Libe: Home of the Writing Center,
Academic Skills Coaching, ESL Support,
Tutoring Services, and more!

GOAL SETTING 101

SPECIFIC – USE THE 6 W QUESTIONS TO HELP YOU SPECIFY

EXAMPLE: A general goal would be, "Get in shape." But a specific goal would say, "Join a health club and workout 3 days a week."

MEASURABLE – ESTABLISH CONCRETE CRITERIA FOR PROGRESS

When you measure your progress, you stay on track, reach your target dates, and experience the exhilaration of achievement that spurs you on to continued effort required to reach your goal.

ATTAINABLE – IF THEY ARE IMPORTANT, YOU WILL DEVELOP ATTITUDES, ABILITIES, & SKILLS TO REACH THEM

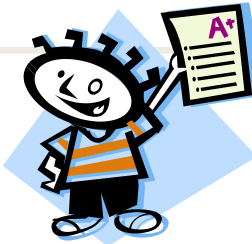
You begin seeing previously overlooked opportunities to bring yourself closer to the achievement of your goals. You can attain most any goal you set when you plan your steps wisely and establish a time frame that allows you to carry out those steps.

REALISTIC – A GOAL MUST REPRESENT AN OBJECTIVE TOWARD WHICH YOU ARE BOTH WILLING AND ABLE TO WORK

A high goal is frequently easier to reach than a low one because a low goal exerts low motivational force. Your goal is probably realistic if you truly believe that it can be accomplished.

TIMELY – A GOAL SHOULD BE GROUNDED WITHIN A TIME FRAME

With no time frame tied to it there's no sense of urgency. If you want to learn the violin, when do you want to do that? "I'm going to learn the violin by the end of spring term."



SERVICES

- Academic Tutoring
- Academic Skills Coaching
- Speech Coaching
- Writing Center
- Math Skills Center
- Prefect Program
- Second-Language Writing Support

CMC

Home of the
Math Skills Center



Organizing is what you do before you do something, so that when you do it, it is not all mixed up.

A wise person does at once, what a fool does at last. Both do the same thing; only at different times.

-Baltasar Gracian



"There are no secrets to success. It is the result of preparation, hard work and learning from failure."

-General Colin Powell



I am definitely going to take a course on time management... just as soon as I can work it into my schedule.

-Louis E. Boone

Academic Support Center Staff

Kathy Evertz	Melanie Cashin	Russ Petricka		Erik Warren
Director	Coordinator of Second Language Writing	Supervisor of the Math Skills Center	Academic Skills Coach	Program Assistant
kevertz	mcashin	rpetrick	Dtaliaferro tjohnson5	ewarren

4th Libe Offices:

Writing Center, 420
Main Office, 420A (Erik)
Academic Tutoring, 420A
Speech Coaching 420A
Prefect Program, 420C (Kathy)
Support for Multilingual Writers, 420D (Renata)

Winter 2022 PREFECT COURSES

DEPT.	COURSE	COURSE NAME	FACULTY	TIME	CLAS SIZE	PREFECT(s)
BIOL	125	Genes, Evolution & Dev	Stephan Zweifel, Mark McKone	3a	80	ANDREA TARTAGLIA & PEAR INTASIN
BIOL	126	Energy Flow in Biological Systems	Mike Nishizaki, Matt Rand, David Hougens-Eitzmann	2a	60	See your professors
BIOL	210	Global Change	Dan Hernandez	2,3c	48	KATHERINE MCFERRIN
BIOL	240	Genetics	Jennifer Wolff	3a	20	ANNA BRIDGEMAN
BIOL	248	Behavioral Ecology	Annie Bosacker	4a	45	ISABEL CANNELL
CHEM	123	Principles of Chem I	Chris Calderone	2a	48	ALISON BLOCK
CHEM	123	Principles of Chem I & Problem Solving	Dani Kohen	2a	24	LAUREN WAY
CHEM	224	Principles of Chem II	Andjela Radmilovic	3a	48	LORA RANDA
CHEM	233	Organic Chem I	Dave Alberg	4a	44	ANNA ZHENG
CHEM	234	Organic Chem II	Joe Chihade	2a	44	KATIE TAYLOR
CS	111	Introduction to Computer Science	Anya Vostinar	5a	34	DOMINIC ENRIQUEZ
CS	111	Introduction to Computer Science	David Liben-Nowell	2a	34	CHLOE MORSCHECK
CS	111	Introduction to Computer Science	David Liben-Nowell	3a	34	AISHWARYA VARMA
CS	201	Data Structures	Layla Oesper	2a	34	REBECCA HICKE
CS	201	Data Structures	Aaron Bauer	6a	34	QUOC NGUYEN
CS	202	Math of Computer Science	Eric Alexander	4a	34	PIPER WELCH
CS	251	Programming Languages	James Ryan	2a	40	THOMAS ZENG
CS	254	Computability and Complexity	James Ryan	3a	50	THERESA CHEN
ECON	110	Principles of Macro	Yingtong Xie	2-3c	30	ALEX GALLIN
ECON	110	Principles of Macro	Viçtor Almeida	3a	30	PAUL HINTON
ECON	110	Principles of Macro	Nathan Grawe	2a	30	PAIGE EHRESMANN
ECON	111	Principles of Micro	Mike Hemesath	2-3c	30	GABRIEL KEANE
ECON	111	Principles of Micro	Prathi Seneviratne	4-5c	30	ANDREW GRIFFIN
ECON	111	Principles of Micro	Jonathan Lafky	2a	30	CHARLOTTE DRAKE-DUNN
MATH	120	Calculus II	Claudio Gomez-Gonzalez	6a	30	CHI NGUYEN
MATH	241	Ord Diff. Equations	Kate Meyer	3a	30	LANE MAITLAND
POSC	230	Methods of Political Rsch.	Greg Marfleet	4-5c	18	ANNETTE SHUMWAY
PSYC	110	Principles of Psych	Julia Strand	2a	35	ALIZA LOUIS
PSYC	200	Meas & Data Analysis	Mija Van Der Wege	3a	45	RACHEL BLOCK

NEED ASSISTANCE? Contact Erik @ ewarren

Winter 2022

	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday	Sunday
Week 1	January 3rd	4	5: Classes Begin	6	7	8	9
Week 2	10	11: 1st five week course add deadline 5pm Paper Process :Ten Week Independent Study and Overload Petition Deadline 5pm : Ten week course drop/add deadline 11:59pm :1st five week course drop deadline 11:59pm	12	13	14	15	16
Week 3	17: Martin Luther King Jr Day	18	19	20	21: 1st five week course late drop deadline and S/CR/ NC deadline 5pm	22	23
Week 4	24	25	26	27	28	29	30
Week 5	31	February 1	2	3	4	5: Midterm Break	6: Midterm Break
Week 6	7: Midterm Break	8: Classes Resume :Last day of first five weeks	9: 2nd five week begins	10	11	12	13
Week 7	14: Advising Days Begins	15: 2nd five week course drop/add deadline 5pm : Advising Days	16: Advising Days	17: Advising Days	18: Ten Week Course Late Drop Deadline and S/CR/NC Deadline 5pm :Sophomore Portfolio due 4:00pm :Advising Days	19	20
Week 8	21: Registration for Spring Term starts :Advising Days	22: Advising Days end	23	24	25: 2nd five week course late drop deadline and S/CR/NC deadline 5pm	26	27
Week 9	28	March 1	2	3	4	5	6
Week 10	7	8	9	10	11: Last Day of Classes	12: Reading Days	13: Reading Days
Week 11	14: Exams	15: Exams	16: Exams	17: Spring Break starts	18	19	20