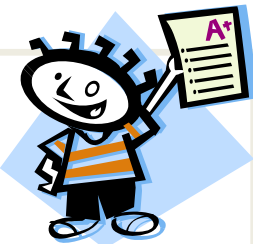


Academic Support Center: <http://apps.carleton.edu/campus/asc>

"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	Renata Fitzpatrick	Russ Petricka	Oscar Alvarez	Erik Warren
Director	Coordinator of Second Language Writing	Supervisor of the Math Skills Center	Academic Skills Coach	Program Assistant
kevertz	ritzpatrick	rpetrick	oalvarez	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)

Fall 2020 PREFECT COURSES

Course	Faculty	Meet Times	Max & Mode	Prefect
Biol 380: Biochem	Andrew Grenfell	1,2c	40 ONLINE	KAELA MALI
Chem 122: IntroChem	Trish Ferrett	2-3c	26 ONLINE	KATHERINE MATEOS
Chem 123: Prin of Chem	Julia Bakker-Arkema	2a	48 HYBRID	LAUREN WAY
Chem 224: Prin of Chem II	Steve Drew	1a	48 HYBRID	ANDREA TARTAGLIA
Chem 233-: Organic Chemistry I	Dave Alberg	3a	48 HYBRID	HENOCK BEFEKADU
Chem 233: Organic Chemistry I	Joe Chihade	4a	24 HYBRID	IRENE STOUTLAND
CS 111-01: Intro to Computer Science	Sneha Narayan	2a	34 ONLINE	ELLIE MAMANTOV
CS 111-02:	Eric Alexander	4a	34 ONLINE	ALISON CAMERON
CS 111-03:	Eric Alexander	5a	34 ONLINE	YASMEEN AWAD
CS 111-04	David Liben-Nowell	1a	34 ONLINE	GRACE DE BENEDETTI
CS 201-01: Data Struct	Anya Vostinar	3a	34 ONLINE	REBECCA HICKE
CS 201-02: Data Struct	Anya Vostinar	5a	34 ONLINE	THERESA CHEN
CS 201-03: Data Struct	Anna Rafferty	4a	34 ONLINE	QUOC NGUYEN
CS 251.00: Prog Lang	Dave Musicant	2a	34 ONLINE	COLE DIANNI
CS 254: Comp&Complex	James Ryan	3a	34 ONLINE	DANIEL BUSIS
Econ 110-01: Macro	Mike Hemesath	2,3c	30 F2F	PAIGE EHRESMANN
Econ 110-02: Macro	Mike Hemesath	4,5c	30 F2F	HUNTER KEELEY
Econ 110-03: Macro	Eduard Storm	4a	30 F2F	WALT BOERO
Econ 111-01: Micro	Faress Bhuiyan	3a	30 ONLINE	LIBBY FRANCHOT
Econ 111-02: Micro	Nathan Grawe	1a	30 F2F	RAYNA PHELPS
Posc 230: Methods of Political Research	Greg Marfleet	4a	18 MIXED	ANNETTE SHUMWAY
Psyc 110-02: Principles of Psych	Emily Hazlett	3a	35 ONLINE	SKYLAR YU

NEED ASSISTANCE? Contact Erik @ ewarren

Fall 2020

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