



66 If You Fail to Plan, You Are Planning to Fail **99**

Benjamin Franklin





Action Plan

What am I doing right?

Diet

Sleep/Meditation/Reflection

Exercise

The Study Cycle & Focused

Study Sessions

Budget

Fun

What am I doing right?

Write down three things you do right every day. Focus on accomplishments, good decisions, and gratitude.





Exercise

20 Minutes Produces These Benefits

- Anchors Learning
- Reduces Stress
- Increases Energy

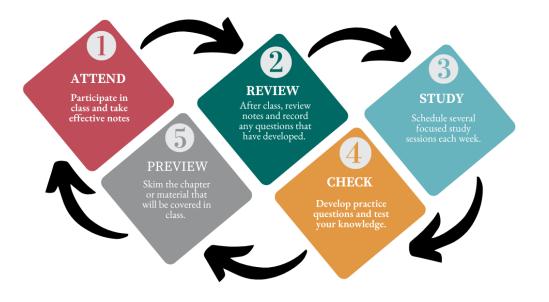
Choose your daily activity & schedule it:

- Walk/run
- Yoga
- Dance
- Weights
- Online Program
- Be intentional



Study Skills

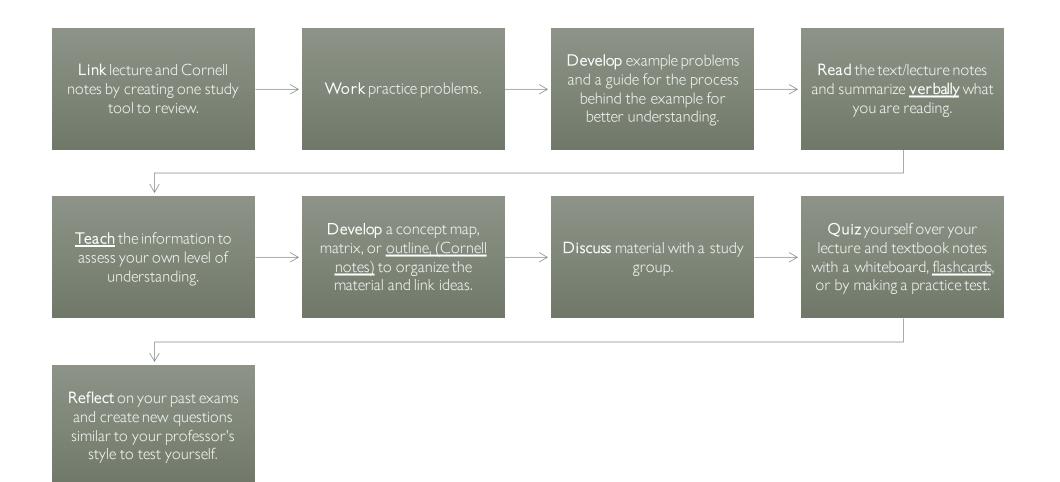
The Study Cycle



Phase One:	Read or preview chapters to be covered in class before class. Create a chapter outline or concept map as you read or preview.
Phase Two:	Go to class, listen attentively, take notes, participate in class discussion, and ask questions.
Phase Three:	As soon as possible after class, review your notes from that day and summarize them in your own words.
Phase Four:	Implement focused study sessions and a weekly review. 7

7

Active Study Strategies



Cornell Notes

	Cell Structures CYTOLOGY=	Cell Structures	
What is a cell?	Cells are the basic that make up every	What is a cell?	
What is the cell heory?	monocope and it reminded him of monostery cells or nooms. Scientists have identified 3 major principles of cells that are true of cells 1 2. 2.	What is the cell theory?	
tow are cells rouped ogether?	Celic are organized in (many-celled) organizms based on	How are cells grouped together?	
tow do prokaryotic and sukaryotic cells liffer?	Eukaryatic cells have loand by memioranes. cells do not have memiorane-kound Both prokaryatic and eukaryatic cells contanyelly-like fluid called that is responsible for moving the cell contents. Both types of cells store genetic information in the form of DNA but cells have circular loasely packed DNA. Eukaryatic cells have DNA tyletty packed into a to protect if.	How do prokaryotic and evkaryotic cells differ?	
tow do plant and mmal cells differ?	Atthaighmany arganisms have exkaryotic cells Protists, Fungs Pants & Animala), exkary	to celis animal cells differ?	

https://suburbanscience.com/cornell-method-for-aesthetic-note-taking/

FOCUSED STUDY SESSIONS

- Our brains do not learn at their best when we sit and try to learn for an extended period of time. With all of today's distractions, it is also unrealistic to ask yourself to stay focused for hours on end. It is much more realistic to stay focused for 40-60 minutes. Try to do 3-4 focused study sessions per day, 5 days per week.
- 2-5 minutes: Set specific and realistic study goals for the session
- **30-45 minutes:** Study actively and with focus in a distraction limited environment.

10 minutes: Take a break and move. Get up. Walk around. Grab a snack. **10 minutes:** Review the material you just studied Remember the principle of distributed vs. massed practice. The best study is short, intense, but frequent.



WEEKLY COMPREHENSIVE REVIEW

 Once a week, take all your notes out for a specific course and start from the beginning of your notes and bring yourself to where you are at for that week in class. You do not need to know every concept in your notes. The point is to review to see how the concepts you are learning connect and are continually building. Also, by reviewing older material weekly, you will not forget the information as easily.

- Adapted from "Studying Techniques LSU Center for Academic Success." Accessed May 26, 2016. http://students.lsu.edu/academicsuccess/studying/strategies/tests/studying/
- Revised website, August 14, 2023: <u>https://lsu.edu/cas/earnbettergrades/tipsandtools/takecharge.php</u>
- <u>Source</u>

Budget

Personal monthly budget

 Use a budget template to 	
track income and spending	

• Excel or Google Monthly Budget templates are excellent resources

Projected monthly income			
\$4,300.00			
\$300.00			
\$4,600.00			

Actual monthly income			
Income 1	\$4,000.00		
Extra income	\$300.00		
Total monthly income	\$4,300.00		

Projected balance (Projected income minus expenses)	\$3,405.00
Actual balance (Actual income minus expenses)	\$3,064.00
Difference (Actual minus projected)	(\$341.00)

Housing			
Category	Projected cost	Actual cost	Difference
Mortgage or rent	\$1,000.00	\$1,000.00	\$0.00
Phone	\$54.00	\$100.00	-\$46.00
Electricity	\$44.00	\$56.00	-\$12.00
Gas	\$22.00	\$28.00	-\$6.00
 ♦ Start 	Personal	Monthly Bu	udget (+)

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Category	Projected cost	Actual cost	Difference
Video/DVD			\$0.00
CDs			\$0.00
Movies			\$0.00
Concerts			\$0.00

Budget Concepts

- Invest 1/3
- Save 1/3
- Spend 1/3
- Track every penny you spend for one month and look for ways to cut wasteful spending
- Invest in yourself
- Save for emergencies
- Live frugally

Teen Budget Strategies



Gifts	Food	Clothing	Fun Time	Goals
Homemade gifts are more treasured	Making food at home is way cheaper and more nutritious. Always plan ahead for grab and go meals. Can I grow my own?	Shop the clearance section to always look your best	Potluck movie/game night with family or friends at home	What are the big ticket \$\$ items that you need to save for? If you have a goal and work towards it, you will get it.

Teen Budget Strategies



How much money Do I make



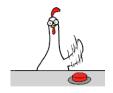
Track Spending Write it down



Identify necessities Do I need that?



Subtract total spent From earnings



Create savings goal I can save for that



Am I on track Check with a partner



Use your budget Stick to it



Am I still on track Yes I am!



Apply skills at the workplace

Arrive 10-15 minutes before your shift to be on time



Plan your work

Consider safety issues



Reduce waste whenever possible



Use communication skills

Ask for help when needed Ask for clarification if you are not sure about something Report any issues you observe with proposed solutions



Send me your success story



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