

QEM NETWORK MENTORING WORKSHOP FOR UNDERREPRESENTED MINORITY UNDERGRADUATE STUDENTS & FACULTY/STAFF ADVISORS

**Preparing Undergraduate Engineering
Majors to Meet Academic Expectations**

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DEVELOPING INDIVIDUAL MENTORING & ACADEMIC CAREER DEVELOPMENT PLANS

- ◆ Set your own goals and objectives
 - ◆ What do you want to accomplish (why?)
 - ◆ How will you accomplish it
- ◆ Choose your mentors
 - ◆ Comfort, Trust, Resource
- ◆ Make the most of it
 - ◆ Schedule, Prepare, Follow up (Ready-Set-Go!)
- ◆ Pass it on
 - ◆ You learn best by teaching



SETTING GOALS & OBJECTIVES

Area	Short Term	Long Term
Education	Get my BSc. <ul style="list-style-type: none">-Pass my courses-Get all A grades-Be a lab assistant	Get my PhD <ul style="list-style-type: none">-Apply to grad school-Pass the GRE (high)-Go to a good school
Career	Get an internship <ul style="list-style-type: none">-Research companies-Prepare a resume-Go to career fairs	Get my first job <ul style="list-style-type: none">-Use my internships-Research salaries...-Research benefits
Personal	Be happy <ul style="list-style-type: none">-Family-Friends-Community	Be happy <ul style="list-style-type: none">-Family-Friends-Community

ACADEMIC REQUIREMENTS & COURSE TIMETABLES

- ◆ Use a plan of study for your degree requirements

† [SIEPLAN2009REGULAR100209.PDF](#)

- ◆ Update it each semester with your advisor
- ◆ Review it with your mentor
- ◆ Consider a double-major, minor, or accelerated post graduate program
 - ◆ MS/PhD
 - ◆ Pre-Med, Pre-Law
 - ◆ MBA



BUILDING EFFECTIVE STUDY HABITS⁴

- The components of study
 - Classroom notes and comprehension
 - Self study and reflection
 - Group study and reinforcement
 - Assisted study for gaps in understanding
- The process of study
 - Attentive note taking and comprehension
 - Reading, understanding and identifying weaknesses
 - Practice
 - Feedback
- The time of study – (12 days)
 - Setting the mood (time, place, focus – no distractions)
 - Getting in the groove (habit)
- The results of study
 - Achieving your goals
 - Continuous improvement

SET ASIDE THE TIME



TIME MANAGEMENT STRATEGIES^{5,6}

1. Set your goals, objectives, and priorities
2. Inventory your time and prepare a time budget
 - Semester, monthly, weekly, daily
3. Plan 2 hours study for each 1 hour of class
4. Identify your best time of day to study
5. Study difficult or boring subjects first
6. Use the same place to study every time
7. Use the library
8. Avoid distractions
9. Use waiting time
10. Treat school as a full time job



USING STUDY GROUPS⁷

Benefits

- Support group
- Easier Q&A than class
- Motivation – need you
- Repeat concepts during discussion
- Learn from each other
- Compare class notes
- Learn by teaching/sharing
- Great for projects/reports
- Interaction fun/friendship

Strategies

- Pick members carefully
 - 3 to 5 members
 - Motivated, capable, dependable, likeable
- How often & how long
 - 2 sessions, 60-90 min/wk
- Set meeting place
- Set goals/activities
- Rotate group leader
- Not a social group
- Each member contributes
- No one may dominate



REFERENCES

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