TIPS FOR SUCCESS

1. Before the second class meeting, set up a reasonable time schedule to do your homework and study. Be sure to allow plenty of time. Make a mental commitment to spending this time on math.

2. During the first week of class, go to the LRC or MLC and review one of the videotapes which accompany the book. Go to the MLC to try out the computer tutorial which goes with our book.

3. In class, sit near the front. Take careful notes, ask questions, and mark in your notes examples or ideas which were unclear to you in class and need further consideration.

4. If your instructor has more than one section of this class, find out when other sections meet and if you can attend one of them if you need to hear a lecture a second time.

5. Always stay caught up. Get help immediately if you don't understand a concept or a process.

6. Before each class, briefly skim the section(s) which will be covered.

7. After each class:
   a. go over your notes immediately--fill in explanations or phrases or steps which you remember but didn't write down in class.
   b. write a brief summary or outline of the topics covered in class. Name the topic of the section(s), the types of problems solved, write out any pertinent definitions, and write out in your own words the steps involved in solving the problems of this section.
   c. make note cards for important formulas or definitions.
   d. read all the examples in the book. Copy each one of them and make sure you understand each step.
   e. do your homework for the next class. Do the problems with care and persistence. Check all answers which are in the back of the book. Mark any problems about which you still have questions. Get those questions answered before class if possible (resources: your group, your instructor, assistants or instructors on duty in MLC, or staff in Tutoring Center). Otherwise, ask those questions in class if time permits or, if not, ask them during break or after class. DO NOT LEAVE ANY HOMEWORK QUESTIONS UNANSWERED!
   f. do extra problems if needed.
   g. spend as much time outlining and thinking about the material as you do in doing homework problems

8. Be prepared to learn some from the book and to do some thinking about problems on your own. Your professor will not be able to lecture on every variation of each type of problem, and part of this course includes opportunities for you to think and take a few steps on your own.
Test suggestions

1. Stay caught up.

2. Get help as soon as you encounter difficulties. Don't wait until the day before the test to get help.

3. Put in your 8-12 hours per week every week. Do homework problems, study your notes, and do outlining of the sections. Do extra problems if needed. View videotapes and use the computer tutorial. Work with your group on a regular basis. Complete all review sheets.

4. Avoid mental blocks on test day by solid preparation and a high level of knowledge which will build a high level of confidence.

5. Make a list of types of problems and concepts which might be covered on the test. Find examples of each type of problem and work out the examples. (i.e. Make up your own practice test.)

6. Learn how to distinguish one type of problem from another and how to solve problems when they are placed in random order.

7. Study old quizzes on reserve in LRC. Do chapter reviews and chapter tests in the text.

8. On test day, arrive a few minutes early in class. Sit quietly and breathe- try to be calm and think positive thoughts. Do not do last minute cramming or discussing of material with classmates as these activities frequently cause confusion and anxiety.