

Empowerment Immersion Training

A critical step towards academic success as an NSM student

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Welcome

- Before we start please keep the following things in mind:
- This training will:
 - Give you an insider's perspective on how to set up a **personalized** academic success plan that incorporates academic tracking and time management (or what we like to call Time Dominance)
- This short training will not:
 - Tell you what to do
 - Assume you don't know anything
 - Expect you to be perfect
 - Expose you to harmful radiation (although we hope you are wearing sunscreen if you're outside)

NSM at CSUF

- Only 1,700 out of over 35,000 CSUF Students are NSM majors. Congratulation for choosing the path less traveled and yet most rewarding!
- Your acceptance to CSUF is evidence that you have learned how to dominate your last academic level (high school or community college). Don't be shy, you did.
- However, previous experience should tell you that learning how to academically dominate a new level takes planning, perseverance and, most importantly, a desire to do it.

Setting a Foundation

- With that said...is it possible for you to achieve academic success as an NSM major at CSUF? The answer is, YES! It is going to be easy? NO. There are stark differences from your last level to this one, especially from high school (as discussed at NSO in the College Presentation)
- The fact that you are here, however, means that you have all of the right ingredients to succeed academically as a CSUF-NSM major. Now, all you have to do is **learn to mix** the right quantity of techniques and be willing to **learn new ways** of combining them in order to eat your share of success!
- The key is to set a **strong foundation** before your NSM journey, but before you do that let's take out some dirty laundry...

Have you ever...?

- Have you ever been in a situation when someone told you, “I can teach you how to do that,” but instead you thought to yourself, “how hard can it be? I’ll do it by **myself**.”
- Or perhaps in a situation when you didn’t understand something and **instead** of asking for help you decided to do it solo.
- What about a time when your conscience was telling you what to do to **achieve success**, but you instead ignored that little voice in the back of your head and said, “No worries, I’ll figure it out eventually. I perform well under pressure.”

Thinking About “Failure”

- Wait before you say “Where’s this training going?” There’s a point to reminding you about potential past “mistakes” a.k.a. “failures.”
- It’s important because from now on you must realize that “failure” is **not as scary** as it seems.
- From this day forward, let’s think of failure in the following context so you can reduce its “scary” factor:

The next time you win is determined by how you responded to the last time you “lost,” made a “mistake,” i.e. “failed”

–John Maxwell

Respond, Identify and Empower

- It's not about “failure,” it's about how you respond to it and with what attitude you deal with it. Thus, if you are productive about **RESPONDING** to “failure” you'll get closer to academic success.
- Okay, now that you've dealt with the f-word, **IDENTIFY** one personal factor that still must be changed for you to accomplish academic success. (This is your chance to productively respond to “failure”). Identify a factor that you've failed to change in the past.
- Next, you must do what all those graduating NSM students did; be willing to **self-empower your way towards improving the personal factor identified.** You are the most important factor in reducing future “mistakes” or “failures.”

Patience and High Expectations

- Remember, to be **PATIENT** as you channel your self-empowerment towards change. Most importantly, **DO NOT EXPECT PERFECTION**. No one is fail-proof, thus, no one is perfect. From now on, your mantra should be to achieve **GRADUAL** and **PRODUCTIVE IMPROVEMENT**.
- We know what some of you are thinking: “Are you asking me to lower my levels of expectation?” **NO**. Expectations should always remain high, but the only way to achieve them is to focus on gradual and productive improvement.
- We've all tried to achieve “overnight turn around.” We realize that we must change something.. we get all pumped up about it.. we buy whatever we need.. we even post our fail-proof goal on Facebook. But then, after a week, we “fail” and forget about it.

Bottom Line

- Don't worry about it. It happened in the past, but now is the time to figure out how not to repeat it again, or going with our new theme; how to gradually and productively **REDUCE** the frequency of those instances.
- Bottom line: to accomplish your academic goals you must **productively** respond to “failure” so that you don't prolong your next success. Next, you must identify one factor that you need to change that will be critical in reaching academic success. Remember, you have to be willing to self-empower your way towards changing that aspect of your character or behavior so you can start making progress on the path to success. Lastly, remember **NOT TO PLAN PERFECTION**, but rather productive and gradual improvement towards your new goal.

Example

- Let's go over a quick example so we are all clear about the new plan...
- What is one of the most important factors most of us need to change in order to get closer to academic success? Let's see...what could it be...uuuum... oh yeah,
PROCASTINATION!
- Remember, **no one is perfect**, even the makers of this Empowerment Immersion Training had major problems with procrastination. We still might even do it once in a while, but we have empowered our way to gradual improvement and now we don't do it as often as we used to.

Powerful Steps

- Let's say that you are a pro at procrastinating--you do it 90% of the time. You've tried in the past to change it, but you're so good at it that if you were in a procrastination contest...well, you know.
- Here are some powerful steps to follow that will allow you to put initial, but critical ingredients on a personalized plan to REDUCE the instances of procrastination:
 1. Acknowledge that you've "failed" in the past at fixing this problem and that you are not at the level you wish to be at.
 2. Identify that it still needs to be changed .
 3. Next, realize that YOU and ONLY YOU will make that change happen.

Now That We Have Your Attention

4. Lastly, you must be willing to come up with a plan that has all of the high expectations as before, but with one big difference: **you won't be aiming for perfection, but rather patiently aiming towards gradual improvement.**

Okay, now that we have your attention let us guide you through the completion of what we call The Empowerment Documents

(yes, we needed to call it something fancy to get your attention).

Based on Evidence

Years of discussions with First-Time NSM Students has taught us that completing these two documents **early in the semester** is a critical factor, along with making the decision to **achieve self-empowerment**, in priming a strong foundation in the direction towards academic achievement

(trust us, we would not suggest something that is a waste of time).

Academic and Time Dominance

- Download the following Empowerment Documents from the site: <http://nsm.fullerton.edu/fss.asp>
 - a. **Academic Dominance Sheet**
 - b. **Time Dominance Tracker**(They are located under the 'Study 25-35 Empowerment Campaign' tab)
- As you peruse these documents, you'll probably say "I've seen this stuff before, it doesn't work." Don't worry we'll show you **HOW** to fill and use these documents correctly.
- In the end you will have a **100% personalized plan** that will help you get closer to academic success.

READY?

Academic Dominance Sheet

- Let's quickly examine the **Academic Dominance Sheet**:
 - a. You'll see that it has two pages; first complete page one, then page two.
 - b. Page one will ask for information that can only be found on your class syllabi (usually towards the end where it talks about class points).
 - c. As you can see it has space for you to write all assignments and tests for up to five classes, what **days things are due** and **how many points possible for each**. It also has space for you to write down **how many points you EARN** as the semester progresses.

Okay, let's get down to business!

Take Out Those Syllabi

- Take out all of your class syllabi. You either got a hard copy your first day of class or you should be able to download them from the class TITANIUM.
- Separate them into two stacks: **Math/Science Oriented** and **Non-math/Science Oriented**. We'll start with the first stack.
- Out of the math/science stack pick out the one for the “toughest” class (if you have no math or science do the same thing, but with the other stack).

Points Possible

- In the syllabus, look for the section that discusses how the class will be graded and points distributed (if your syllabus does not have this or it's vague talk to your professor **RIGHT AWAY** to get a clearer understanding)
- Based on the syllabus, **how many total points can you potentially EARN** in this class? This information is **CRITICAL!!**
- If you know how many total points possible in a class then you will also know how many points **you can miss** and still get an A, or B. So, for example, if there are 1,000 total points possible, you must **earn** at least 900 of them to get an A (watch out for +/- scales though).

Reviewing the Grade Scale

- Side note: Notice that we keep saying “**EARN**” because from now on you have to realize that professors **don’t GIVE YOU grades, you EARN them**. But don’t worry, keep following along and you’ll learn how the grading scale can actually help you set up an effective study plan.
- Once you figured out the total possible points for this class, examine **how** those points are distributed amongst all of the assignments (quizzes, homework, tests, etc.).
- Which portion of the class gets the **bulk** of the points? It’s most likely the exams, especially the FINAL.
- After reviewing the grading scale you should have a good sense of what part of the class will require more of your attention.

Fill Out the Info for the First Class

- Now take out a pencil. Fill out the info on the Academic Dominance Sheet that pertains to assignments/tests, dates, and points possible for this class (at this point you will most likely not have any points earned).

Fill out the information for this class on the Academic Dominance Sheet before proceeding with the rest of the training. Stick with it, this is important stuff.

- Okay, you're back. At this point you should have a **CLEAR** idea of how many points are allocated, per assignment/test for the **whole semester** for that class!

Essence of the Academic Dominance Sheet

- In addition, you should now know when each of those assignments is due. **THIS IS THE ESSENCE OF THIS DOCUMENT** (we'll explain shortly).
- But before we do that, go back and fill out the information for your remaining classes. Finish the math/science stack and then the other one.
- Once you are done, come back, and we will get to the juicy part.

Fill out the information required for the rest of the classes on the Academic Dominance Sheet.

Comparing

- Okay, you're back again. At this point you not only have a clear idea of how many points are allocated per assignment/test, **PER CLASS**, BUT you also have a clear idea of **WHEN EVERYTHING IS DUE!**
- Ready for the punch line?
- This way you can **COMPARE** due dates for all assignments amongst all your classes. You might have something due for class #1 during the same week that you have a big test for class #2 and a paper for class #3.

The Whole Perspective

So, if done right, now you have a perspective of
**HOW MANY POINTS THINGS ARE
WORTH, and WHEN THEY ARE DUE...
FOR ALL CLASSES, FOR THE WHOLE
SEMESTER!**

What's the advantage you might ask? Well, take a look at page two of the Academic Dominance Sheet.

Way in Advance

Now you can **REALLY** come up with succinct **GRADE EXPECTATIONS**, set **SPECIFIC ACADEMIC GOALS**, and start looking at how to manage, nay, **DOMINATE** your time.

This way you know **WAY IN ADVANCE** what weeks of the semester will be tough and when you can breathe a little easier.

Preventative Measure

- You now have a **preventative measure** against being stuck in a situation where you have to utter the words, “**We have a test next week? Really?**”
- Basically, you will never again be as clueless as before when it comes to knowing when things are do and how a particular assignment/test will affect your overall grade.
- While everyone else confidently knows what’s happening next week, **YOU** will confidently know what is going on the **ENTIRE SEMESTER!**

Time Dominance Tracker

- Now let's add even more substance to your academic success plan for the fall semester.
- Take out the **Time Dominance Tracker**.
- You'll see that the Time Dominance Tracker also has two pages. You'll complete page one first and refer to page two for guidelines

Filling it Out...

- Again, we'll show you how to **THINK ABOUT** and **USE** this document differently than how you've used it in the past.
- To fill it out effectively, take out your finished and personalized Academic Dominance Sheet.

Okay, let's get down to business!

Guidelines

- Now that you have a good idea of the demands of each class, it's time to allocate time to specific areas that will get you closer to achieving the **IDEAL** grades you noted on page two of the Academic Dominance Sheet.
- Please read the guidelines on **page two** of the Time Dominance Sheet.
- As you've read, you must learn to **allocate time** to these specific areas so you can get closer to your goal.

Simply Parameters

- Remember, these are **SIMPLY** parameters and guidelines.
- Think of it this way; would you honestly run a marathon without first training or conditioning? No. Unless you want serious injuries and a really sore body the next day.
- The same applies here: would start your first semester without a good time dominance plan? No (even if you said YES your conscience said NO).

25-35

- Studying and doing homework are two very different activities in college. A successful NSM student allocates 25-35 hours per week to focusing on school outside of class.
- Again, **25-35** is a **parameter**. To reach your academic objectives you must first plan to stay within that parameter. As you improve and become a proficient student (you'll know it and feel it when that day comes, and your transcripts will reflect it) then you can **forgo the parameters** and come up with your own.
- By that time, setting time aside for studying and homework will be second nature (you'll still do the 25-35 and won't even notice it).

Other Parameters

- It's similar to how you became a good texter; you looked at the keys at first and now you do it without even looking.
- Before we forget, make sure you are spreading your 25-35 hrs throughout the whole week. **YES, EVEN WEEKENDS.** You'll rest on the weekends once you graduate and get a job. For now, the time over the weekend is like **GOLD**, you can't afford to throw it away (look at item #7 on page two of the Time dominance sheet in case you're wondering about "fun").
- The same idea is followed when incorporating visits to office hours and academic assistance (tutoring) in the Time Dominance Tracker; they are just parameters, but must be attempted at first.

Filling out the Time Dominance Tracker

- Eventually you'll figure out your optimal mix of studying hours, homework hours, office hour and tutoring visits.
- **Side note:** Be on the lookout for Empowerment Tips on the 25-35 website to learn **HOW** to productively use office hours and tutoring.
- After you have a good idea of how much time to devote to each area, go to the Time Dominance Tracker and box out each activity in its appropriate time and date.
- Add color to the Tracker if you'd like. Remember, it's your personalized schedule.

Let's Get Practical

- When you are done with your Time Dominance Tracker, pat yourself on the back and be proud that you got it done!
- **Let's get practical! Don't overindulge on your new plan.**
- Forgo carrying it around all of the place and checking each box as you complete each task. At first, just make sure you have allocated the **RIGHT** and **FAIR** amount of time to your academic priority list.
- **So, if you're not suppose to dwell on it, what should you do with your Time Dominance Tracker?**

Look On a Daily Basis

- Make a copy of it. Place one copy near your desk and one by your bed or wherever you are bound to bump into it on a daily basis.
- **Here's the trick: all you have to do is make sure you look at your plan on a DAILY BASIS.**
- Your brain will memorize its layout and place an image of it in the back of your head.
- The brain is a funny organ...it remembers. The more you allow your brain to look over the Time Dominance Tracker the more it will remind you to **stay on track.**

What Will You Do?

- Before you know it, you'll be hanging out on Titan walk, or posting messages on Facebook when that little voice in the back of your head will say, *"hey, aren't you supposed to be doing the problems set for math right now? Yes, you are...see, it's on your Time Dominance Sheet."*
- **What will you do when that happens?**
- By that point, we are going to assume that you have already decided to self-empower your way towards academic success, thus, you'll stay faithful to your plan. Remember to keep track of overall progress and NOT expect perfection at all times.

Foundation for Improvement

- If you followed your plan only 2 out of 5 times on a particular day, focus on following it 3 out of 5 the next day.
- **Be patient, but focused! Try to get to 4 out of 5 within a reasonable time.**
- As long as you focus and have a solid Time Dominance Tracker (that was based on a solid Academic Dominance Sheet) you'll set a GREAT foundation for improvement.
- Yes, YOU can subdue those PROCRASTINATION monsters once and for all (or at least teach them to behave).

The Secret is Out

- Okay, the **SECRET** is out! Use it, abuse it, and seize your academic success!
- The cool thing is that even though you followed the same steps as everyone else while reading this training, **YOUR** Academic Dominance Sheet and the plan of attack you formulate from them **IS ALL YOURS!**
- **CHECK THIS OUT**, it's also something you can do **every semester** from here on out until you graduate or you get the hang of being a proficient NSM student. **The plan will be different every semester since every term you take different classes.**

Make it Yours

- Feel free to remake, redesign, and reorganize both Dominance Sheets to your liking too. Don't worry, we don't have a patent on the idea so we can't sue you.
- The important thing is that you now understand the essence of the documents. As long they are solidly filled out, how you personalize them from now on is up to you.

This on-line training was brought to you by the:



People to Contact

If you have any questions, or would like to speak to someone to gain more clarity on the how to fill out the Dominance Sheets don't hesitate to visit, call or email the following college staff:

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