

STUDENT ENGAGEMENT

Weekly Newsletter

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FINISH STRONG!

On the bright side, you have made it to Finals and survived the semester. On the not-so-bright side, you have made it to Finals. We know that this is going to be a particularly stressful finals week and hope that some of these suggestions can help you focus and finish the semester strong!

FINALS PREP

CREATE A FINALS SCHEDULE:

The amount of work you may have might feel overwhelming and prevent you from starting at all. To help you get started, start with just creating a timeline of due dates and assignments. Below is a guide that you can use to create your own! DO NOT procrastinate all day, and then try to cram everything in at night, set daily goals and **be realistic** you probably have to work on a 5 page paper over the course of 3 days, don't try to cram it in overnight.



BE STRATEGIC AND WORK TO YOUR STRENGTHS:

Know which finals projects or exams will have the biggest impact on your grade and focus more time on those. If you have a final exam that is worth 50% of a grade and one worth 10% of your grade, focus 50% of your time on the one that is worth more. Or if you are hovering around an 82% in your History Class, while you have a 98% in your English 102, put more energy in to your history final; it will have a greater impact on your overall grade.



Also know when you are more productive and energetic, and work then. If you are honestly most productive at night- study then. If you wake up with a surge of energy- study then. If you start to feel cloudy and can't remember the last thing you read? Take a break.

WORK LESS, AND GET MORE DONE:



Now that everything is virtual, it's even easier to get distracted by your phone, websites and games. To help focus, we suggest trying the Pomodoro Method to help you break up your studying and be more effective when studying and working on major assignments.

Here's how it works :

- 1. Focus on one subject or assignment for 25 minutes, set a timer on your phone or computer.**
 - If you are working on a Math Assignment, focus on 2 or 3 problems
 - Studying? Focus on one area, concept or time period
 - Researching a paper- find one source, read it and take notes, try to write one paragraph or section
- 2. When the timer goes off, take a 5 minute break!**
 - Stand up and move around, get a cup of water or coffee, or grab a snack.
 - Or build in rewards, you get 5 minutes of Tik-Tok, 2 levels of Candy-Crush etc. *Set a timer for your break too.* You have now completed one cycle.
- 3. Then go back to work and set a new timer.**
 - If you are feeling motivated to keep going, stick with whatever subject or assignment you were working on. If you feel an overwhelming sense of dread on the other hand, switch to a new subject.
- 4. After 3 or 4 of these cycles, reward yourself with a longer 20 or 30 minute break!**
 - We suggest an episode of the office or Parks and Rec

If you have kids at home, this may be harder navigate, but depending on their ages, try to get them to join you (while you work, they have to finish one of their assignments, or they have to color 3 pictures, or they get to watch an episode of their favorite tv show, you get the picture)

TAKE CARE OF YOUR YOURSELF:

- ⇒ **Exercise.** Everyday you should be getting up and moving your body! Whether you are a runner (good for you, but let's be realistic here) or just go for a 20 minute walk, try to do something that gets you moving. Follow @massbayathletics on Instagram for daily workout suggestions!
- ⇒ **Drink Water.**
- ⇒ **Get Ready for the Day.** Don't wear the same pajamas you slept in until the sun goes down again. Even if you are just changing from one pair of sweats to a new pair, keep getting ready for the day. Take a shower, brush your teeth and when you are a little refreshed, then sit down to start working.
- ⇒ **Sleep.** For 8 hours, ideally when the moon is out not the sun



CREATE A WORK SPACE

Even if it is temporary and changes from day to day, find a dedicated space to work from (ideally that isn't your bed) and keep it tidy. Ideally, find a table or desk that you can spread out your work on.

ASK YOUR FRIENDS TO HOLD YOU ACCOUNTABLE



Tell them your goals for the day, and ask them to check in on your progress. Saying your goals out loud to someone else always makes them feel more real and it's nice to have someone encouraging you.

GET YOUR ROOMMATES OR FAMILY ON BOARD

Tell the people you live with that it is finals week and you need to have time to study, and communicate with them to find times to get your work done. If you need to help with your younger siblings or need to cook dinner, be present for those things. But then work with them to find other times where you can be left alone to study. It's the final week and they want you to be successful, so be honest with them about your workload this week.

Suggested Study Breaks:

Need a Study or Exam Break? Check out a list of quick videos to give you a laugh or pick an episode or two:

Short & Funny YouTube Videos & Playlists:

- <https://www.youtube.com/watch?v=eNHjGkTLy4>
- <https://www.youtube.com/playlist?list=PL30BFB50685A0252B>
- <https://www.youtube.com/playlist?list=PL30BFB50685A0252B>
- <https://www.digitaltrends.com/web/funniest-youtube-videos/>
- <https://www.themuse.com/advice/15-short-videos-guaranteed-to-cheer-you-up-when-youre-having-a-bad-day-at-work>
- <https://www.youtube.com/watch?v=ny3xCUePDQk>
- <https://www.youtube.com/watch?v=Cv4qOyz0dA>
- <https://www.youtube.com/watch?v=DODLEX4zzlQ>



10 Thoroughly Entertaining Episodes of The Office:

- Season 2, Episode 1: The Dundies
- Season 2, Episode 11: Booze Cruise
- Season 2, Episode 12: The Injury
- Season 2, Episode 22: Casino Night
- Season 3, Episode 17: Business School
- Season 3, Episode 21: Product Recall
- Season 4, Episode 13: Dinner Party
- Season 5, Episode 9: Frame Toby
- Season 5, Episode 14: Stress Relief
- Season 6, Episode 5: Niagara

