** UGA—Spring 2022—SEMESTER CALENDAR**

|  |  |  |  |  |  |  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- |
| **WEEK** | **SUN** | **MON** | | **TUES** | | **WED** | | **THURS** | | **FRI** | **SAT** | |
| **#1** | **JAN 9** | **10—1st Day of Class** | **11** | | **12** | | **13** | | **14—end of Drop/Add** | | **15** | |
| **#2** | **16** | **17—MLK Holiday** | **18** | | **19** | | **20** | | **21** | | **22** | |
| **#3** | **23** | **24** | **25** | | **26** | | **27** | | **28** | | **29** | |
| **#4** | **30** | **31** | **FEB 1** | | **2** | | **3** | | **4** | | **5** | |
| **#5** | **6** | **7** | **8** | | **9** | | **10** | | **11** | | **12** | |
| **#6** | **13** | **14** | **15** | | **16** | | **17** | | **18** | | **19** | |
| **#7** | **20** | **21** | **22** | | **23** | | **24** | | **25** | | **26** | |
| **#8** | **27** | **28** | **MAR 1** | | **2** | | **3—Midterm** | | **4** | | **5** | |
| **#9** | **6** | **SPRING BREAK (March 7-11)** | | | | | | | | | | **12** |
| **#10** | **13** | **14** | **15** | | **16** | | **17** | | **18** | | **19** | |
| **#11** | **20** | **21** | **22** | | **23** | | **24—Class w/d deadline** | | **25** | | **26** | |
| **#12** | **27** | **28** | **29** | | **30** | | **31** | | **APRIL 1** | | **2—Start Ramadan** | |
| **#13** | **3** | **4** | **5** | | **6** | | **7** | | **8** | | **9** | |
| **#14** | **10** | **11** | **12** | | **13** | | **14** | | **15—Good Friday / Passover** | | **16** | |
| **#15** | **17** | **18** | **19** | | **20** | | **21** | | **22** | | **23** | |
| **#16** | **24** | **25** | **26** | | **27** | | **28** | | **29** | | **30** | |
| **#17** | **MAY 1** | **2** | **3—Last day of Class** | | **4—Reading Day** | | **5—Finals** | | **6—Finals** | | **7** | |
| **#18** | **8** | **9—Finals** | **10—Finals** | | **11—Last day of Finals** | | **12** | | **13—Commencement** | | **14** | |

** WEEK of: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_­­­­­\_\_\_\_\_\_\_**

**(Month) (#Day) (#Day)**

|  |  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- | --- |
| **TIME** | **Sun \_\_\_** | **Mon the \_\_\_** | **Tue the \_\_\_** | **Wed the \_\_\_** | **Thur the \_\_\_** | **Fri the \_\_\_\_** | **Sat \_\_\_** |
| **8am** |  |  |  |  |  |  |  |
| **9am** |  |  |  |  |  |  |  |
| **10am** |  |  |  |  |  |  |  |
| **11am** |  |  |  |  |  |  |  |
| **12pm** |  |  |  |  |  |  |  |
| **1pm** |  |  |  |  |  |  |  |
| **2pm** |  |  |  |  |  |  |  |
| **3pm** |  |  |  |  |  |  |  |
| **4pm** |  |  |  |  |  |  |  |
| **5pm** |  |  |  |  |  |  |  |
| **6pm** |  |  |  |  |  |  |  |
| **7pm** |  |  |  |  |  |  |  |
| **8pm** |  |  |  |  |  |  |  |
| **9pm** |  |  |  |  |  |  |  |
| **10pm** |  |  |  |  |  |  |  |
| **11pm** |  |  |  |  |  |  |  |

For each class, list below what you have to-do this week & goals for next week; break tasks into smaller steps & highlight each upon completion.

***Semester / Weekly Calendar***

***User Instructions***

1. Use the syllabus to familiarize yourself with the ***learning objectives***, key themes, and concepts emphasized in each course. Use these to guide how you take notes, read, choose paper topics, and prepare for tests and exams.
2. *Understand thoroughly* the expectations of each professor and how you will be evaluated by regularly reviewing the syllabus. *Tailor your learning strategies* to meet those expectations and to demonstrate your mastery of the material given the types of tests, projects, and assignments planned for each class.
3. On your *semester calendar*, note all significant tests, papers, presentations, and projects, and your other critical commitments. Use meaningful abbreviations to fit all of these in the same place on one page.
4. If (when) a number of significant projects, exams, and events converge (on your semester calendar), use your weekly calendar to *set personal deadlines*prior to the actual due dates. This will enable you to complete all assignments on time. Plan backwards from these dates and deadlines and *mark dates when* ***you will BEGIN*** *each task*.
5. Also, use the *weekly calendar* to record how your time was spent and also looking forward: to plan and effectively manage your time. Every other week, break large tasks and projects into small, easy tasks. Think in terms of steps and set weekly goals in the form of to-do lists for each course at the bottom of the page. As you write weekly goals, think in terms of your *absolute best case scenario* for each project, test, or exam.
6. Note your reading assignments and try to stay on schedule—use the Study Cycle method (see below). Preview each reading before the lecture to introduce yourself to the content—avoid being introduced to the content in the lecture. Devote at least some time to each class on a regular basis—*it’s much easier to keep up than it is to catch up*. Make personal deadlines to stay on top of the reading.
7. Schedule an ***academic coaching appointment****:* ***(a)*** to adjust / improve your plan / approach toward managing your coursework, ***(b)*** to read and study more efficiently, and ***(c)*** to connect to additional resources in support of your academic success at UGA.

