

Answer: This question requires a description of the student's current time management practices, as well as an evaluation of their strengths and weaknesses

and senildaed kcart ot enohp ym no radnelac latigid a esu yltneruc l" :esnopseR elpmaxE • appointments. The strength is that it's always with me, and I get reminders. The weakness is that I often overschedule myself and don't allocate enough time for breaks or unexpected ".events

or prioritizing tasks and reflect on Answer: Students should describe their current criteria f .£ .the balance between urgent and important activities

tnegru tsom eht gnilkcat ,senildaed no desab sksat ezitiroirp yllausu l" :esnopseR elpmaxE • nes to get a quick sense assignments first. I also tend to work on easier tasks before harder o of accomplishment. To better balance urgent versus important tasks, I could use the importance -Eisenhower Matrix (urgent/important) to categorize my tasks and focus on high ".activities even if they aren't immediately urgent

Improving Your Concentration :Ter Chapt

Answer: Students should identify two specific external distractions and suggest practical .° .solutions for minimizing them

dna setamoor ym morf esion era snoitcartsid lanretxe owT" :esnopseR elpmaxE • canceling headphones, study -on my phone. To minimize these, I can use noise notifications ".in the library or a quiet room, and turn off notifications on my phone during study sessions

practical Answer: Students should identify two specific internal distractions and suggest .7 .solutions for minimizing them

Example Response: "Two internal distractions are worrying about other assignments and my mind wandering off. To minimize these, I can make a list of all outstanding assignments hat I will do for each later. For the second one, I can get before I start to study and decide w ".up and stretch or do another activity for a few minutes

taking system and evaluate its -Answer: Students should describe their current note .Y .strengths and weaknesses

typically write down key points and definitions in a notebook during l" :esnopseR elpmaxE • lectures. The advantage is that I have a record of the main ideas. The disadvantage is that my notes are often disorganized and I don't always capture the connections between ".concepts

Answer: *The methods will vary depending on the course and what is taught but students .^ .should be able to name them and then describe what works for them

Example Response: "The methods are the Cornell method, outlining, concept mapping, pping. Outlining and mind mapping work best for me because they allow me to and mind ma see the connections of each element of the lecture. I don't use the Cornell method because it ".is designed for more detailed lectures