Quote of the Week: “Do not confuse motion and progress. A rocking horse keeps moving but does not make any progress.” ~ Alfred A. Montapert

Time Management Issue

The term “time management” is a bit misleading—it’s not time that is managed or needs to be changed, it’s the person who needs to change. Self-management is more appropriate, but even that term does not do the general principle justice.

Managing your time better to get your work done, meet deadlines, accomplish your goals, etc., entails more than just arranging your schedule. It requires an in-depth self-evaluation of your values. It requires changing your habits—which can be rather resistant—and even your lifestyle. Too put it more bluntly, it requires work and persistence. But the pay off is enormous.

One of the hardest parts is starting...another is following through. But as you keep at it, newly implemented changes gradually transform to become part of your natural, daily routine.

“If you want to make good use of your time, you’ve got to know what’s most important and then give it all you’ve got.”

~ Lee Iacocca

Reminder: Time Management Workshop (Today)!

It’s not too late!

Learn important information, skills, and techniques to more effectively manage your time and better balance your work and social life!

Attend the Time Management Workshop today, Wednesday, February 15, at 4:00, in Kirby 108!

You don’t want to miss this one! Learning to manage your time is one of the most important academic and life skills to master.
Why Good Plans Aren’t Enough
If you’re going to talk the talk, it helps to back it up by also walking the walk. During last semester’s Foundation course, IC 103, I learned how to effectively plan my time.

We were taught how much time to give to any one assignment, but I realized that I wasn’t following the plan I learned to create for myself. Just because I scheduled out my time well, didn’t mean I was using my time well. The new schedule, therefore, was not helping.

I decided either needed to start following it or stop making the schedule. I decided to follow it. Once I began to follow the new schedule, I started getting my homework done and studying for the tests more effectively and efficiently. It really helped me get everything done, and I didn’t forget the things I needed to do. I also found I felt better about myself.

This same philosophy of walking the walk—or following through—applies to everything, not just schedules. So the next time you make plans to make positive changes, be sure to follow through!

Changing Habits and Persistence
At the beginning of the fall semester, I came in with high expectations. My problem was that I also came in with a lot of bad habits that had worked well for me in high school. It didn’t take me long to figure out that college was a whole new kind of beast to tame. I was able to do well in the beginning of the semester, riding on my bad habits; but as the workload picked up, I realized I couldn’t skate by on what I was doing.

Taking what I had learned from the TRiO College 101 workshop and the IC 103 Foundations class, I began to make changes. I dove into my planner and switched from just writing down assignments to mapping out my entire day. I mapped out time for studying, time for sports, and time for enjoying the rest of my college experience.

It was a rough transition at first, but after few weeks of sticking to it, it became an easy routine. Changing my habits saved me last semester, and sticking to a routine and keeping the habits I’ve formed will really help me throughout the rest of my college career.

Next Workshop: Major and Career Exploration: Using Your Skills!
Our next workshop will focus on utilizing your skills to help you make more informed major and career decisions. You will learn the tools, skills, and techniques necessary to help you discover and translate your skills into potential major and career paths. The workshop is next Monday, February 20, at 4:30 in the Baxter 100 computer lab.
Get Extra Help with Your Essays!

TRiO Weekly Writing Workshop Series!

TRiO is starting a new writing workshop-supplemental instruction program—in conjunction with the Writing Center—to further help TRiO students enhance their writing skills and to help improve their writing scores!

At the following times below, TRiO personnel and a Writing Center Tutor will be available at campus computer labs to help you improve your writing assignments on the spot while you work on them (stop in any time during the available hours listed below):

- Thursday, February 16, in Baxter 102 from 3 p.m. to 5 p.m.
- Tuesday, February 21, in Baxter 102 from 9 a.m. to 11 a.m.
- Thursday, March 3, in Baxter 102 from 3 p.m. to 5 p.m.

Please feel free to stop by at any time during the workshops! Feel free to ask questions and ask for help during the workshop. Use it to set aside specific time during which you can work on a writing assignment. These workshops are designed to help you in any way you need!

We look forward to seeing you there and working with you on your writing projects!

TRiO Tip of the Week

“Scheduling purposeful actions is one thing; actually doing them is quite another. Once you have chosen your priorities, let nothing keep you from completing them, except a rare emergency or special opportunity. Make a habit of saying ‘no’ to unscheduled, low-priority alternatives.”
~Skip Downing, 2011

Contribute to the Tribune!

We like to hear from students and use student guest columns as much as possible. So tell us your stories!!

The only requirement is that you be yourself. Contact Jason Stalides—jason.stalides@ic.edu, 217-291-1621—for more information!