13 Tips for Class Success in Applied Psychology 160
Career (and Life) Exploration

Suggestions for optimum performance and learning in this class, other classes, & life!

1. **Come to class**! Make a commitment to have perfect attendance. **Dependable attendance is a career skill.** Make it a habit you practice/learn/keep NOW!

2. **Arrive ON TIME.** Think of each session as a job interview. You must make a good first (and lasting) impression! Consistently Late!? Change or Drop the Class

3. **Keep a 3 ring binder** for all class materials, handouts, notes, returned homework, assessment results. Make this a ‘tool kit’ for the rest of your life. Add to it and refer back to it as necessary! Your life journey continues well beyond this class!

4. **Read the chapters as assigned.** Read them twice! If you don’t like to read, read anyway! **Reading is a practiced life skill!** Get better at it! **Use** a hi-lighter! Reflect on the ideas, processes, case studies, and exercises. **Think!** What did YOU learn from the reading/work? Find at least one significant item in each chapter (& class session) to remember for future use. Keep a ‘Journal’ of these thoughts. (The log sheet handed out is an abbreviated way to keep a journal. Expand it!) Subscribe to & **READ** newspapers, magazines, throw-away publications! Look for life clues! **Read! Read! Read!**

5. **Return the homework assignments complete and on time!** Assignments represent progress, documentation & self-critique of what YOU are LEARNING about yourself and possible careers. **Think of your writings as free self-analysis.** You are the counselor for yourself! Remember, this is APPLIED PSYCHOLOGY! **Apply it! Prepare homework assignments as though each were a job application!** Strive for good presentation, accurate spelling, clear thinking. Keep COPIES of all your work. (It’s Insurance if I misplace it!) Points deducted for Loose Papers, Missing Name, Incomplete assignments. **LATE PAPERS 50% point reduction minimum!**

6. **Build ‘ec’ points throughout the semester!** Take advantage of EXTRA CREDIT!

7. **Join the class discussion.** Volunteer your thoughts! Ask questions if you don’t understand. There are no silly questions! Help answer the questions of others. Take a chance! Take Risks. Speaking up in a group is a career skill! Practice it! The more you do, the easier it gets! **Believe it! Do it!**

8. **Find/be a ‘study buddy’** so that YOU may help each other out! Identify the best means to contact each other: on-campus, via email, phone number? Help your study buddy if they miss a class!

9. **Set class goals** for yourself (earn an “A”, have perfect attendance). **Make a decision NOW** for this class to be a life changing success for you. **Expect** that YOU will identify multiple career choices that excite you and that you will make a decision of your own choosing! Know that this decision will not fall from the sky! You must work for it with time, effort, reading, thinking, writing, more thinking, more writing! Work! Work! Work! Work as though you seek a letter of recommendation from me! Work! Work! Work! **Work!**

10. **Be a HELPER!** Be among the active participants in class that help other students! **Learn from others AND teach others.** Share your experience! **Teaching & Listening are Life Skills! Practice BOTH here!**

11. **Pay attention to what is going on at the college.** Deadlines (Registration, Drop Dates) Special Events (Transfer Day/Blood Drive/Guest Speakers); Opportunities (Scholarships, Transfer Guarantees). **Notice what ‘careers’ people are performing/enjoying here!**

12. **Pay attention to your total community** (the world around you)! **Keep Your Eyes Wide Open everywhere you go.** Notice/assess what’s going on, what people are doing, how they are making a living. Absorb it all! **Observation is a skill!** Learn from what other people are doing? Increase viable Options for YOU and YOUR Decisions?

13. **Enjoy this class! Every day! Enjoy Life! Every day!**

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