

## Learning Plan

Use this template at the beginning of every term to get yourself organized and off to a great start. Create one for each class. Good luck! You've got this.

Course:

Office hours/Contact Info/Technology:

Note-Taking & Lectures:

Tests & Quizzes:

Study plan (Tools & Strategies):

Reading Assignments & Plan:

Daily Assignments:

Resources:

## Learning Plan SAMPLE

Here is a sample learning plan to help you complete the template.

**Course: XXXX 101**

### Office hours/contact/technology:

- 1.) Zoom/Blackboard/Teams
- 2.) Zoom Office hours and Teams video calls/Weds. 3-5
- 3.) Email as needed (enter instructor email here)

### Note-Taking & Lectures:

- 1.) Videos will be posted online at the time of class. Videos will also be recorded for students to access in case streaming/Internet fails.
- 2.) Add typed notes to downloaded PowerPoint Slides for note-taking strategy
- 3.) Summarize and synthesize notes with book notes after class as a study strategy

### Tests & Quizzes:

- 1.) One Midterm on (insert date) taken on Blackboard opens at 10 am and closes at 5pm—100 points/open note and book
- 2.) One Final on (insert date) taken on Blackboard opens at 10 am and closes at 5pm—100 points/open note and book
- 3.) Weekly quizzes over online lectures—15 points each

### Study Plan (Tools & Strategies):

- 1.) Synthesize notes with concept maps
- 2.) Read through professor's comments on Blackboard – ask questions for clarification if needed
- 3.) Create Concept Cards over key terms and quiz myself
- 4.) Self-test! anticipate exam questions and prepare responses

### Reading Assignments & Plan:

- 1.) Textbook chapters to be read before viewing class lectures
- 2.) Use careful annotations while reading to prepare for BBLearn discussions and essay portions of the test. Marked up text can be used for the test.

### Daily Assignments:

- 1.) Class readings
- 2.) BlackBoard VoiceThreads/Discussion Boards
- 3.) Viewing lectures online/note-taking/studying

### Projects/Papers:

- 1.) Group Project due last week of the term

### Resources:

- 1.) CLASS—Academic Coaches available by appointment ([one.drexel.edu](http://one.drexel.edu))
- 2.) Learning Alliance Tutors ([Drexel.edu/learningalliance](http://Drexel.edu/learningalliance))
- 3.) Library chats for support with research for project