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:

Adapted from Clarke University
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)
2.) Learning Alliance Tutors (Drexel.edu/learningalliance)
3.) Library chats for support with research for project