



Never miss a deadline! Follow these tips to succeed!

Tip #1:

Make sure you have your syllabus on hand and are completely aware of your deadlines!

- ◆ While this may seem self-explanatory, what I like to do is take the time to write all the due dates out in my planner or on a calendar, so I'm able to see them in front of me! This helps to ensure that I never miss a deadline and am always on time with my assignment submissions!

Tip #2:

Make sure you are reading the correct chapters and are on time with weekly readings. This is vital in understanding the assignment to the best of your ability and producing your best possible work!

- ◆ Make sure you read the assignments ahead of time, so you aren't scrambling at the last minute. That's never good!

Tip #3:

Make sure you have all the necessary requirements in your assignment! While handing in your assignment on time is great, there's nothing worse than getting a bad grade back because you didn't fully read the directions.

- ◆ Before you submit your assignment, check that you have the correct number of quotes, word-count, and are answering all the required questions!

