

CLASSROOM EXPECTATIONS



THE SIMPLE STUFF



- COME TO CLASS /ARRIVE ON TIME
- BE PREPARED
 - Books, Paper, Pens, and Pencils
 - Calculator, Handouts from the Course Web site, etc.
 - Complete all assignments for the day (assigned readings, homework) prior to the beginning of class

THE SIMPLE STUFF



- READ YOUR SYLLABUS
 - Mark your Planner with Assignments and Due Dates at the First of the Term
 - Note policies on attendance and make-up exams
 - Look over course outline and grading structure
- LEARN YOUR PROFESSOR'S NAME, OFFICE LOCATION, AND OFFICE HOURS

WHAT ARE OFFICE HOURS?

TIMES DESIGNATED BY THE FACULTY
MEMBER IN WHICH SHE/HE WILL BE
AVAILABLE IN THEIR OFFICE FOR
STUDENT CONSULTATIONS

May or may not require an appointment but
making one will assure you are first in line

GOOD ADVICE



ASK YOUR PROFESSOR ABOUT THEIR
POLICY ON THE USE OF
TECHNOLOGY IN THE CLASSROOM
BEFORE USING A LAPTOP,
RECORDING DEVICE, CALCULATOR,
ETC.

GOOD ADVICE

- TAKE ADVANTAGE OF EVERY POSSIBLE OPPORTUNITY TO GET AHEAD
 - ADDITIONAL / BONUS ASSIGNMENTS
 - SUPPLEMENTAL INSTRUCTION OR OTHER STUDY GROUP OPPORTUNITIES
 - BLACKBOARD VISTA COURSE WEB SITE
 - http://www.uab.edu/it/instructional/technology/onlinelearning/webct/a_login.html

GOOD ADVICE



- EXPECT TO STUDY 2 HOURS OUT OF CLASS FOR EVERY HOUR SPENT IN CLASS

CLASSROOM “MUSTS”



- TAKE NOTES
 - Develop your own shorthand, attempting to take verbatim notes is near impossible
- READ ASSIGNED MATERIAL IN ADVANCE
- ASK QUESTIONS, WHERE APPROPRIATE

CLASSROOM “MUSTS”



- EXERCISE COURTESY
 - NO PRIVATE CONVERSATIONS
 - NO MP3 PLAYERS
 - CELL PHONES TURNED OFF OR TO SILENT
 - BE ON TIME / STAY FOR THE FULL PERIOD

CLASSROOM DISCUSSIONS

The amount of discussion encouraged on the part of students varies according to course, format and faculty. If discussion is encouraged:

- Do keep your discussion on topic – personal stories should be kept to a minimum and have a clear relation to the subject being discussed
- Don't interrupt – wait for a cue
- Don't monopolize the discussion
- Do participate

IMPORTANT SURVIVAL TIPS

IT IS GENERALLY A GOOD IDEA TO USE A FORMAL TERM OF ADDRESS WHEN SPEAKING WITH YOUR PROFESSOR

If unclear, ask your professor how he/she would prefer to be addressed

Remember, faculty are student advocates and mentors not “buddies”

REMEMBER



- MAKE A FRIEND IN EVERY COURSE –
GET THEIR CONTACT INFORMATION
- YOUR PROFESSOR IS THE MOST
IMPORTANT RESOURCE AVAILABLE