Habits of Highly Successful College Students Checklist

Use these tips to assist in creating new successful habits this quarter. Each section listed below has a link to pre-recorded mini-webinars on great topics to help you make efficient and effective decisions in planning and completing the upcoming quarter with success.

SYLLABUS
Locate your instructor’s contact information and enter it in your cell phone or planner

Locate your eTextbook and understand how you will receive your information (eTextbook or embedded digital content)

- **Rasmussen Digital Content Hub:**
  Explore the hub for more information related to textbooks and digital fluency
  [http://www.rasmussen.edu/digitalcontent/](http://www.rasmussen.edu/digitalcontent/)

Locate the Grading Scale and determine necessary requirements for a passing grade (60%, 73% or 78%)

ORGANIZATION
Preview all course homework and objectives at the start of each week

- **How-To Series: Create a study schedule**
  [http://tinyurl.com/How2StudySchedule](http://tinyurl.com/How2StudySchedule)
  Plan for quizzes and tests
- **How-To Series: Test Prep Part I: Weekly Preparations**
  [http://tinyurl.com/TestPrep-part1](http://tinyurl.com/TestPrep-part1)
- **How-To Series: Test Prep Part II: Week of the Exam**
  [http://tinyurl.com/TestPrep-part2](http://tinyurl.com/TestPrep-part2)

Questions?
Contact your Student Advisor
Visit ANSWERS [http://rasmussen.libanswers.com](http://rasmussen.libanswers.com)
Chat with a Librarian [http://tinyurl.com/raschat](http://tinyurl.com/raschat)

RESOURCES
- **Tutoring:** Live Help and Tutor Match - access through the Student Portal or the Resources tab in any online course
- **Answers - FAQ Site**
  [http://rasmussen.libanswers.com](http://rasmussen.libanswers.com)
- **Personal Support Center:**
  1-866-693-2211 Contact the PSC for technical support
- **Resources tab:** in online courses; find resources on APA, research, Grammarly, tutoring, Noodlebib, etc.
- **Online Guides:** subject and program-specific help and resources
  [http://guides.rasmussen.edu](http://guides.rasmussen.edu)
- **Skill Surfer:** Available as an option under Tutoring; test your basic skills with a library of lessons, videos, test, and more!

LATE ASSIGNMENTS & COMMUNICATION
- Check your grade report in your online course weekly
- Contact your instructor immediately if you will be absent from the course for any reason
- If you fall behind, stay caught up with the current week’s assignments while working to catch up on previously due work
- Double-check your submissions in the course dropbox
- Save and organize all written assignments on a personal flashdrive or your campus H:drive

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