The ability to effectively manage time is a skill required by all university students. In comparison to the structured learning environment most students came from in high school, university is very unstructured. Aside from the 15 hours a week typically required for lectures (if your child is taking five courses in a semester), the remaining 153 hours each week are left for the student to determine what they will accomplish and how they will learn the required material. The ability of an individual student to create a study plan, identify priorities, track all deadlines and commitments associated with each class, and find ways to effectively balance school and life (and work for some students), is critical to their success on campus. To better understand the demands and expectations associated with university study, and how parents can encourage their student to become effective time managers we offer the following:

**Anticipating the workload:** for a student taking 5 courses, they should expect to spend between 25-30 hours each week doing independent course work (pre-lecture readings, reviewing notes, creating study tools, completing assignments, etc). The rule of thumb is: for every hour of lecture = approximately 2 hours of independent course work. This will bring the “work week” of a student close to 40 hours; thus why you may have heard us encourage students to treat university like it is their job.

**Make the most of each day:** time management is a transferable skill that will be extremely valuable when your child makes the transition from university to the workforce. Encourage your son/daughter to structure their study plan in such a way that it utilizes the majority of the available hours Monday thru Friday (8:30am – 5:00pm). By doing so, they will be able to have many of their evenings and some time on the weekends to enjoy personal time and live a more balanced life.

**Celebrate!** University is a very challenging and demanding learning experience. As your child progresses, find ways to celebrate the milestones achieved along the way. Mail them cards of encouragement, call and tell them how proud you are of them, or get together for a family dinner to acknowledge the time and commitment being made (who doesn’t enjoy a home cooked meal!).

If you feel that your child could benefit from some additional support in managing their time effectively, please encourage them to take advantage of our campus resources. The Student Success Centre (located in Riddell Centre – Room 230), offers Time Management workshops as well as individual learning support appointments to help our students develop the skills and strategies required to succeed in our classrooms. To view the workshop schedule (along with other offered topics) visit [www.uregina.ca/student/ssc](http://www.uregina.ca/student/ssc) or have your student arrange an appointment by calling (306) 585-4076.

Raeanne Skihar, Learning Skills Advisor
Living with Roommates

Living with other students can be one of the most rewarding things about university. However, it can also come with challenges. Most new students have never lived with anyone other than their family. Family relationships are different than roommate relationships, because in the family home students are required to live within the rules and policies set by their parents. The biggest mistake students make when they move away from home is making their own roommates, so it is important that you try to put your children’s roommate concerns into context. Sometimes disagreements are the result of a bad day, stress from exams, or other personal issues that will easily resolve themselves with time. However, in rare cases, roommate conflicts cannot be easily resolved. In these cases steps must be taken, such as mediation or room change. Students who live in Residence are encouraged to talk to their Resident Assistant (RA) if they have roommate issues that are not easily resolvable. RAs are trained in roommate mediation techniques, and will be able to offer helpful tips and advice.

Lindsay Robertson
Residence Life Coordinator

How to Talk to Professors — A Student’s Perspective

Some students have difficulty approaching their professors. Here is some advice from a current student that you can share with your sons and daughters:

Approaching professors should not be a scary experience. Professors are people, too. They like talking to their students. In fact, professors actually set-up specific methods and times to encourage their students to talk to them, including:

Email: An email shows that you have an interest in the class. Sending your professor a short email about a question you have, an assignment or an essay topic is an excellent way to start a dialogue, especially if you are a little nervous.

There are a few things to remember about email etiquette. First, be sure the subject line of your email adequately indicates the class the email pertains to. Second, start your letter, “Dear Professor Smith”. Finally, end your email with “Thanks, Jane Doe”. ALWAYS thank your professor and provide your first and last names.

First Class Introduction: In your very first class, the full scheduled time is usually not used. This extra time is a perfect opportunity for you to go and introduce yourself to the professor. A simple “Hi Professor Smith, I just wanted to come and introduce myself. My name is Jane Doe and I’m really looking forward to taking this class” is all you need to say. This shows that you are comfortable with being at university, that you have an interest in the class and gives the professor a face to a name. Guaranteed if you do this your professor will remember you.

Office Hours: Professors have scheduled office hours that hardly anyone uses. These hours are specific times the professor schedules during the week to guarantee that they will be in their offices. Office hours are meant to give students the opportunity to ask the professor questions or just talk about the class and university in general; so, use them!

Olivia Helman
4th Year English Student

Preventing for Second Semester

Students should:

* Book an appointment with an advisor. Now is a great time to check in.

* Check on UR Self Service to see when they are eligible to register. Registration starts November 56

* Check out the winter timetable on UR Self Service and start planning their class schedule.

Student Success Centre
Riddell Centre 230
Toll Free: 877-666-0822
Phone: 306-585-4076
Student.success@uregina.ca
www.uregina.ca/student/ssc