Procrastination

Stephen Covey's "The 7 Habits of Highly Effective People"

Quadrant One

Quadrant Two

Quadrant Three

Quadrant Four

To find your quadrant ask yourself:

Will what I'm doing now positively affect my life one year from today?

Yes =

No =

Self Management Tools

Monthly Calendars

Next Actions List

Steps of Next Actions list

1.

Role:

Goal:

2.

3.

Tracking Forms

Outer (physical) action:

Inner (mental) action:

Specific Study Plan (SSP)

Plans study sessions:

Constructing an SSP

Scheduling Your Study Time.

Evaluating Your SSP.

Forming Study Groups

Characteristics of Good Study Groups

Developing Self-Discipline

Commitment

Focus

Persistence:

Time to be aware of…

Three ways to develop greater self-confidence

1.

2.

Victory Cards

3.

Improving Your Memory Through Reviewing

Principle 1:

Principle 2:

Principle 3:

Principle 4:

Principle 5: