Academic Success Workshops

SPRING 2019 Academic Success Workshops Offered by MSU's Collaborative Learning Center

All Workshops Will Take Place in 203 Bessey Hall

For more information, contact the Collaborative Learning Center at 517-355-2363 or clc@msu.edu.

Time Management for Academic Success (ATM)

Achieve academic success by moving beyond basic planners and calendars; learn how adding a few simple time management techniques to your routine can significantly improve your academic performance and reduce the anxiety that comes with procrastination.

Note: Participants may be asked to bring course syllabi and class schedules to the session.

W, 1/23, 5:20 - 6:10 PM  T, 2/5, 5:20 - 6:10 PM
M, 2/18, 6:10 - 7:00 PM  M, 3/18, 12:00 - 12:50 PM

Effective Note-Taking (ENT)

Do you find yourself taking notes and then not knowing how to study them later? Or maybe the way you take notes just isn’t working for every class. This workshop will introduce you to different strategies to revitalize your note-taking to be better organized and more efficient when studying.

T, 1/22, 5:20 - 6:10 PM

Take Charge of Your Reading (TCR)

Don’t let your course readings be an obstacle to success. If you have trouble getting through your reading assignments, remembering what you have read, or making connections between readings and lectures, you may have fallen into a pattern of passive reading. Do you want to find out how to read with purpose and efficiency? This workshop will teach you to think strategically about efficient reading strategies. You will also learn ways to read for better recall and long term retention.

Note: Participants may be asked to bring examples of typical reading assignments to the session.

W, 1/30, 4:10 – 5:00 PM  T, 3/12, 4:10 - 5:00 PM
Th, 2/7, 5:20 - 6:10 PM  F, 3/15, 10:20 - 11:10 AM
Keeping Your Priorities Straight (KPS)
In this workshop, we will discuss time management and prioritization with an emphasis on tools and strategies. Bring your schedules, to-do lists, and planners to this session so you can practice during the workshop. We will discuss how to balance competing priorities and manage your tasks based on your own schedule. We will also discuss options for planners, to-do lists, and other productivity tools.
T, 1/29, 3:00 - 3:50 PM

High-Impact Study Techniques I: Spaced Study and Retrieval Practice (HIST 1)
Learn two simple, scientifically proven techniques that promote superior recall both on exams and in future classes in less time than “massed” study sessions (cramming).

* Internship in Washington D.C. Information Meeting Jan. 18
Washington, DC Fall/Spring semester informational meeting this Friday, January 18th.
Here are the basics:

- Apply by March 15, 2019 for Fall 2019 semester. (This is also the early application deadline for Spring 2020.)
- Work 32-hour per week at an internship related to your career interests.
- Earn 12-15 credits from a list of approved courses such as, ISS, CJ, HDFS, PLS, SOC, SSC.
- Take advantage of faculty, staff and alumni connections for placements in congressional offices, administrative agencies, advocacy organizations, nonprofits, political groups or media.
- Learn about national policymaking in a unique hybrid course and via networking events and field trips to important institutions. Academic course is taught by an MSU professor.
- Develop marketable skills by collecting and analyzing data, writing reports for policymakers, and working alongside political professionals. Professional development component makes this program unique and practical, especially for graduating seniors.
- The cost is MSU tuition plus travel, books, and a $4,900 fee for housing at the Virginian Suites Arlington.
- Many scholarships available!
- The application requires a one-page essay, resume, and name and email of recommender. It is available here: [http://www.socialscience.msu.edu/students/experiential-learning/study-away/washington-dc/](http://www.socialscience.msu.edu/students/experiential-learning/study-away/washington-dc/)

*MSU’s Washington, DC Semester Program offers several key advantages:*
Flexibility to Match Your Interests
You choose an internship and major paper topic to match your academic, policy, and career interests. You can develop the connections, specialized knowledge, and track record of work experience to assess possible careers and find a job. Participants develop close friendships by going through the same experiences, but each person gets to choose the specific credits and career ties that they need.

Accelerate Your Career Prospects
Previous participants have interned in centers of power like the White House, Congress, and major interest groups and media organizations. Some received job offers right after the program and all left with new connections, including a foot in the door for potential future careers. The overwhelming majority (94%) of those planning to job search during their semester and stay in DC get jobs in DC!

Learn About Politics, History and Culture
An MSU professor will be teaching a hybrid online/in-person academic course that will cover the political culture and history of DC, as well as policymaking and spin. The course will integrate ongoing events and use hands-on examples. The professional development component of the DC program will complement the course with a speaker series and field briefings.

Live and Work in Washington during the Semester
By interning nearly full-time during the semester, you will avoid the summer rush and get better placements with greater responsibility. Washington offers a thriving economy, a bustling urban life, and a young population that shares your interests. A shortened semester also gives you time to travel and explore.

Take Advantage of Diverse Experiences
While still on campus, the program prepares you (and your cohort from a variety of majors) to obtain a useful internship and make the best of your time away. During the program, you will have access to networking events, workshops, guest speakers, and other professional development activities, including interaction with the extensive DC Spartan Network. There are even guided trips and advice to help you be an enlightened tourist.

Scholarships
To encourage participation the College of Social Science is offering thousands of dollars in scholarship funds! Please visit our website to learn more: http://www.socialscience.msu.edu/students/experiential-learning/study-away/study-away-scholarships/ and contact your academic advisor to learn about scholarships specific to your major. All costs associated with the Washington, DC program are eligible for financial aid, too.
If you would like to learn more, attend an upcoming informational meeting, see your academic advisor or schedule an appointment with Vicki Shaver, Program Coordinator via https://msu.campus.eab.com or call 517-432-4541.

*Intern Opportunity Award*

**MSU Federal Credit Union Internship Opportunity Award – Spring 2019**

**Internship Opportunity Award Overview**
Through the generosity of the Michigan State University Federal Credit Union (MSUFCU) and individual donors, the MSU Career Services Network is able to grant stipend awards for undergraduate students participating in unpaid internships located in the United States during the Spring 2019 semester. The MSUFCU Internship Opportunity Award program was established to encourage students who have demonstrated the capacity to accomplish educational and professional goals, the motivation to achieve these goals and the initiative to seek experiential learning opportunities to further progress toward their career.

**Recipients will be selected based on the following criteria:**
- Undergraduate MSU student in good standing;
- Preference will be given to students graduating in Fall 2019 or later;
- Accepted to or actively pursuing a high quality, unpaid, career-related internship focusing on the following areas: non-profit organizations, government, media, the arts, public relations and advertising;
- Demonstrated financial need (as determined by student essay and the MSU Office of Financial Aid);
- Open to U.S. based internships ONLY, preference will be given to applicants interning at non-profits located in the Lansing area, non-profits in Michigan and Michigan start-up businesses in operation less than two years;
- Program is not open to students interning with an MSU department, who are interning internationally, who are past Award recipients, or graduate level students.
- Late applications will not be accepted.

**Internship Awards – Spring 2019**

Awards of up to $1000 each are available. The number of awards will be given based on available program funds and demonstrated student interest and need.

Recipients will be required to express acceptance and appreciation in writing within three (3) weeks of notification of the award, participate in a pre-internship Career Services workshop and post-internship donor event, and help with other program-related activities (details shared after award notifications.)

**Application Checklist**
To be considered for this award, all applicants need to submit an MSUFCU Internship Award Application via Desire 2 Learn, a 500-word personal
Essay (prompt included below) and a current resume via their Desire 2 Learn account through the MSUFCU Intern Award Course. Write a statement of up to 500 words that addresses the following information:

- Your academic and career goals
- How this internship fits into your strategy for achieving those goals (If you have not yet secured an internship, describe your “first choice” internship you are pursuing.)
- What you will be doing and learning in this internship
- Your passion for the internship
- Any financial considerations that are affecting your ability to pursue this internship

**Deadline to Apply: 11:59pm, January 16th, 2019**

All application materials must be uploaded into D2L by: 11:59pm, January 16th, 2019

Info at: [http://careernetwork.msu.edu/jobs-internships/Internship-opportunity-award.html](http://careernetwork.msu.edu/jobs-internships/Internship-opportunity-award.html)

To apply: Log into Desire2Learn, click the Self Registering Courses tab (upper right corner), search and click on the “MSUFCU Intern Award” to enroll in this course.

Once added, open the course and complete the application form and upload your most current resume and personal essay.

Questions regarding the application process or the Desire 2 Learn course, please contact:

Victoria Morris: morrisvi@msu.edu

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**Career Development Opportunities**

Finding a Summer Research Opportunity  
Jan 15, 7:30-8:30pm, Bessey Hall Rm 105  
In this workshop, you will learn more about summer research, the benefits of participation, and effective search strategies, including how to find and apply for opportunities.  
[https://urca.msu.edu/events](https://urca.msu.edu/events)

Spring MSUFCU Internship Opportunity Award Application Deadline  
Jan 16, 11:59pm  
Do you have an unpaid internship? Need money to help cover your expen$es? Undergrads who have applied to or secured an unpaid internship for spring 2019 are eligible to apply! Enroll in D2L course MSUFCU Intern Award for details and to apply.  
[http://careernetwork.msu.edu/jobs-internships/Internship-opportunity-award.html](http://careernetwork.msu.edu/jobs-internships/Internship-opportunity-award.html)
LinkedIn Photo Booth for Students
Jan 18, 11am-3pm, International Center Rm 115
Stop by to get a free professional headshot photo for your LinkedIn profile! Bring a paper copy of your resume to also get a brief resume review and tips. Both are happening at the same time and place. Open to all students!
http://careernetwork.msu.edu/events/index.html

Resume Boot Camp
Jan 18, 11am-3pm, International Center Rm 115
Come out to MSU Career Services Resume Boot Camp, open to all majors! Don’t forget to bring a printed copy of your resume to get helpful tips on formatting and the content. We will also have a LinkedIn photo booth!
http://careernetwork.msu.edu/events/index.html

Study & Internship Informational Meeting- Washington, D.C. Fall 2019/Spring 2020
Jan 18, 12pm, 209 Berkey Hall
MSU Study Away programs offer courses and internships at locations within the United States. Programs allow students to apply classroom knowledge in professional settings. All programs are open to all majors, with most courses coming from the College of Social Science. Lunch will be provided. *RSVP for Informational Meetings to thorlund@msu.edu*
http://www.socialscience.msu.edu/students/experiential-learning/study-away/study-away-faq/

Financing Your Legal Education
Jan 21, 12pm, webinar
Prospective first-year MSU Law students are invited to join Mr. John Garcia, Director of Financial Aid at MSU Law, for this webinar that will focus on the following topics: costs and budgeting for law school, loan options, terms, and repayment plans, monitoring and receiving financial aid, and suggestions for minimizing educational debt
https://msu.zoom.us/webinar/register/WN_ aztWLalRQmuHoPM0Xmwrg

Study & Internship Informational Meeting- San Francisco, Summer 2019
Jan 23, 5pm, 108 Berkey Hall
MSU Study Away programs offer courses and internships at locations within the United States. Programs allow students to apply classroom knowledge in professional settings. All programs are open to all majors, with most courses coming from the College of Social Science. Pizza will be provided. *RSVP for Informational Meetings to thorlund@msu.edu*
http://www.socialscience.msu.edu/students/experiential-learning/study-away/study-away-faq/

MSUFCU Career Fair Prep Mixer
Jan 23, 5:30-8pm, MSU Union Lake Huron Room, Floor 3
Networking practice, resume tips, professional attire advice and learning to love LinkedIn - all designed to prepare you for career fairs and employer events!
Space is limited and the online registration opened Dec. 3. The cost is $10 (to contribute to the cost of your appetizer dinner).
https://www.eventbrite.com/e/msu-federal-credit-union-career-fair-prep-mixer-tickets-53253516702

Learning About Undergraduate Research
Jan 24, 7:30-8:30pm, Bessey Hall, Rm 106
Come learn about the opportunities available for involvement in research and creative activities at Michigan State!
https://urca.msu.edu/events

Career Fair Crash Course: Practice with Professionals
Jan 28 & 29, 10am-2:30pm, Business College Complex, 1st floor outside N130
This is an informal opportunity for students to connect with companies before the Diversity Career Fair. Students will be able to ask questions and receive critiques on resumes, cover letters, elevator pitches and ask any other career related questions. The purpose of this event is to help students ease nerves before career fairs and upcoming interviews.
https://app.joinhandshake.com/career_fairs/8209/student_preview

Undergraduate Researchers from Underrepresented Populations
Jan 28, 6:30-8pm, Wells Hall A134
A panel of MSU students from underrepresented populations from diverse academic disciplines (e.g. STEM, social science, and humanities) will share their experiences with undergraduate research.
https://urca.msu.edu/events

Diversity Career Fair
Jan 29, 2:30-6pm, Breslin Center
Something for all students, all majors, all colleges. This event attracts well-known employers representing a variety of industries and full time, internship, and co-op opportunities for students.

*Multicultural Heroes Case Competition*

The Black History Month Multicultural Heroes Hall of Fame Case Competition until Wednesday, January 16, 2019 at 4 PM. Applications are available online at https://mbp.broad.msu.edu/files/2018/11/BHM-Proposal-Forms_2019.pdf
The grand prize for the competition is $2000.

Teams must consist of three MSU undergraduates. The competition is open to all MSU undergraduates enrolled in spring semester 2019.

Each team selects a multicultural hero from the list provided on the application. A team has 10 minutes to make their case including a biographical overview, how their hero has carried and passed the torch of justice, how their hero contributed to the struggle for human rights, the relationship between their hero and Dr. Martin Luther King, Jr. and why he/she should be inducted into the Hall of Fame. The winning team is selected by a panel of judges and will receive a $2000 grand prize.

The final round of the competition will take place on Wednesday, February 20, 2019 from 6 PM-8 PM in N100 Business College Complex with a reception following. Multicultural Business Programs and Altria Group Distribution Company sponsor the competition.

In the past 17 years the Multicultural Heroes Case Competition has awarded over $44,000 in prizes and 531 students have participated. We thank you for your support as we seek teams of undergraduates for the 2019 Black History Month Multicultural Heroes Hall of Fame Case Competition. If you have questions please email Dr. Darrell King at kingdar@msu.edu or Anne Crain at crainann@msu.edu or call 517-353-3524.

*Undergraduate Research Workshops*

The Undergraduate Research office has several workshops planned for the spring semester—including two new workshops on communication and one focused on underrepresented students in research.

Below are the upcoming January workshops. (A complete list of workshops may be found on our website by following the link: https://urca.msu.edu/events.)

**Finding a Summer Research Opportunity**
*Tuesday, January 15, 7:30 PM, Location: 105 Bessey Hall*
There are a variety of summer opportunities available to students. Colleges and universities around the United States and the world host programs. They provide an intensive research experience on a particular topic within a scholarly discipline. For undergraduates with plans for graduate or professional school after MSU, summer research provides the opportunity to expand your professional network and acquire experience in an area of interest. In this workshop, you will learn more about summer research, the benefits of
participation, and effective search strategies, including how to find and apply for opportunities.

**Learning about Undergraduate Research**
*Thursday, January 24, 7:30 PM, Location: 106 Bessey Hall*
Make research an integral part of your MSU experience! Come learn about the opportunities available for involvement in research and creative activities at Michigan State. You can expect a short presentation, discussion, and Q & A facilitated by current undergraduate researchers.

**Undergraduate Researchers from Underrepresented Populations *NEW***
*Monday, January 28, 6:30 PM, Location: A134 Wells Hall*
A panel of MSU students from underrepresented populations and diverse academic disciplines (e.g. STEM, social science, and humanities) will share their experiences with undergraduate research and creative activity. Panelists will address the benefits and challenges of research and the tools and strategies they have utilized to navigate their experiences. The goal of the workshop is to support students who identify as part of underrepresented populations, and who are interested in learning more about undergraduate research and creative activity. Students who already hold a research position are also welcomed to attend. Dr. Judi Brown Clark, Diversity Director for the BEACON Center, will facilitate the panel.

Thank you,
Undergraduate Research and Creative Activity (URCA)
Office of the Provost – Undergraduate Education
Email: ugrsrch@msu.edu
Phone: 517-884-4384

*Read to Succeed Needs Volunteers*

Read to Succeed allows students to add 1-2 credits (in TE 494 301) until Friday, Feb.1, 2019. This is also a great volunteer opportunity for students in any major. After a few hours of training in Erickson Hall, each MSU student tutors a single student in reading and writing twice a week for the entire semester (a 2-hour commitment per week). Morning, after-school and evening hours are available in high-need schools and the Lansing Public Library. Carpooling can be arranged if transportation is needed. MSU students make a big difference in the lives of the children they tutor. Read to Succeed is a registered student organization at MSU.

Thank you for your interest in Read to Succeed. Through this program you will tutor an at-risk child on a one-on-one basis; the main focus of this tutoring is to help the child improve his/her reading and writing skills. You may tutor either for
credit, if you are an MSU student (TE 494), or as a volunteer. We are always in need of tutors. Tutoring takes place twice a week for an hour each meeting. All tutoring sites are off campus, carpooling can be arranged.

We provide training and constant support for our tutors and, prior to tutoring, you will have to attend our training sessions. All training sessions are held in Erickson Hall at MSU. You will need to attend one of each session (I and II), both of which are offered at multiple times. You must come to our 347 Erickson Hall office prior to training to fill out the necessary paperwork and register for Read to Succeed.

Training Sessions:
Session I:
Tuesday, Jan. 15, 2019: 4-6:30 pm, Room 252
Wednesday, Jan. 16, 2019: 8-10:30 am, Room 252
Wednesday, Jan. 16, 2019: 3-5:30 pm, Room 252
Thursday, Jan. 17, 2019: 6-8:30 pm, Room 252

Session II:
Monday, Jan. 21, 2019: 4-6:30 pm, Room 116H
Tuesday, Jan. 22, 2019: 3-5:30 pm, Room 252
Tuesday, Jan. 22, 2019: 6-8:30 pm, Room 252
Wednesday, Jan. 23, 2019: 8-10:30 am, Room 252

Tutoring begins Mon.- Jan. 28, 2019 and ends Fri.- April 26, 2019

Our tutoring times with students at the various sites are as follows:
Monday/Wednesday: 3:30-4:30 pm
Tuesday/Thursday: 3:30 – 4:30, 3:55-4:55pm, or 6:30-7:30 pm
Wednesday/Friday: 7:50 – 8:40 am

For more information, please look at our website (under the MSU Student Literacy Corps link), or contact us through e-mail or by phone. Thank you!

Patricia Williams, Sheila Dunnigan, Sharon Mathews, and Jeff Wood-Read to Succeed Coordinators

347 Erickson Hall-MSU
Office Hours: Monday, Wednesdays, Thursdays 9:30am – 2:30 pm, Tuesdays 9:30-noon
MSU Student Literacy Corps
literacy@msu.edu
(517) 420-1849
Capital Area Literacy Coalition (www.thereadingpeople.org)
*Education Abroad Programs and International Student Education*

Two programs that may be of interest to students who have studied abroad and international students:

**Unpacking Your International Experiences**

Tuesday, January 15, 5-6:30pm  
113 Student Services Building  
At this workshop, you'll learn how to articulate your international experiences in a way that makes them meaningful to employers and graduate schools. Discover how to share your oversees experiences on your resume, as well as how to talk about them in interviews. Students that have studied abroad, international students, or students that have spent time abroad, may benefit from this program.

**Diversity Networking Coffee Hour**

Friday, January 25, 4-6pm  
International Center Food Court, Spartan Rooms B & C  
Drop in for quick resume reviews, info on how to prep for the Diversity Career Fair, tips on how to network across cultures, and like all coffee hours - free Starbucks, snacks, board games, and a chance to meet folks from around the world. Co-hosted in partnership by OISS, Career Services, Detroit MADE, American Semester Program, and Spartans Abroad Global Ambassadors.

**International Internship Info Session**

Wed, Jan 23, 4:00-5:00pm, Wells Hall B310  
Learn how you can go abroad while gaining internship experience and earning academic credit. See below for program links. All majors are welcome to apply. Programs include housing, orientation, internship placement, and more. Highlighted internship locations include Argentina, Canada, China, England, France, Germany, Ireland, South Africa, & Spain. The application deadline for programs listed below is February 1, 2019.

- Internships in Buenos Aires, Argentina  
- Internships in Toronto, Canada  
- Internships in Shanghai, China  
- Internships in London, England  
- Internships in Paris, France  
- Internships in Berlin, Germany  
- Internships in Dublin, Ireland  
- Internships in Cape Town, South Africa  
- Internships in Madrid, Spain
**Dr. Martin Luther King Jr. Day Celebration**

Free Event. Refreshments provided. Open to all MSU students.

On January 21, 2019, the MSU School of Social Work will host a Dr. Martin Luther King Jr. Day Celebration to honor the history and accomplishments of one of America’s greatest advocates of civil rights and social justice.

The keynote speaker will be Dr. Robert L. Green, Dean Emeritus at Michigan State University and Dr. King’s former education director of the Southern Christian Leadership Conference. Dr. Green will present “The Man I Knew” from 11-3 in the Erickson Kiva on the campus of Michigan State University.

This event is sponsored by the Michigan State University School of Social Work within the College of Social Science, Michigan State University Office of the President, Michigan State University Student Affairs & Services, Kellogg Hotel & Conference Center, and James Madison College at Michigan State University.

FOR MORE DETAILS: [https://socialwork.msu.edu/Events/MLK-Day-2019](https://socialwork.msu.edu/Events/MLK-Day-2019)

**New York City Study Away Internship Program**

**NYC Study Away Internship Program**

*Are you interested in completing an internship in New York City this summer while earning MSU credit? The MSU College of Arts & Letters partners with an organization that identifies customized internship placements for students in New York City in industries such as arts and culture, finance and advertising, politics and law, health and community services, communications and public relations, marketing, journalism, hotels and tourism, and many more. This program is open to all MSU majors. The application deadline is February 18, 2019.*

Upcoming Info Sessions:

Wednesday, January 16
4:00-4:45 pm
120 Linton Hall

Monday, January 28
4:00-4:45 pm
120 Linton Hall

Visit [www.cal.msu.edu/studyaway](http://www.cal.msu.edu/studyaway) for details on cost, dates, credits and more.
MSU Peace Corps and Careers in Service event Jan. 16

Wednesday, January 16, 2019, beginning at 5pm, in the MSU Union Lake Huron room. You have the opportunity to meet with many organizations beginning at 5pm, and then hear from representatives of those organizations as a panel at 6:30pm.

We are expecting representatives from:
MSU College Advising Corps
Michigan Education Corps
Americorps
My Brother’s Keeper/Girls Equity Network (via One Love Global)
City Year
Peace Corps
Safe Routes to Health at Michigan Fitness Foundation
Americorps Vista Pathways to Employment

Please attend if you are interested in learning what careers in service might look like, how you might benefit, and how you can be a competitive applicant!

Peace Corps Campus Recruiter at MSU
International Center
427 N. Shaw Lane, Room 202
East Lansing, Michigan 48824
517-432-7474
msupeace@msu.edu
Office hours Monday-Thursday 1-3 or by appointment

MSU is on land known as Nkwejong (Where the Rivers Meet), a territory of the Three Fires of Anishinaabeg including Ojibwe, Odawa, and Potawatomi.

*Social Science Scholarship Applications Available

Please read about scholarship opportunities in the College of Social Science, many of which have applications due March 1, 2019:

http://socialscience.msu.edu/students/social-science-undergraduates/scholarships-awards-and-funded-research-opportunities/