

Maximize Your Learning

Expectations for Students

Education is the single greatest investment you will ever make in yourself and your future. It has the potential to alter your perceptions, thinking and behaviors, and can empower you to choose work and interests that will add additional meaning to your life. Like all endeavors paying a high dividend, the personal cost of attaining higher learning is considerable. Every student must contribute time, resources, and energy. The following recommendations are intended to help you to maximize your investment in learning at Central Michigan University.

1. Prepare for successful learning

Approach learning experiences with an open mind, set challenging goals, and monitor your progress

1. Familiarize yourself with the goals and objectives of your academic program
2. Set challenging goals for your own learning:
 - Create a personalized study plan for your academic program and the individual courses in which you enroll
 - Periodically, assess progress using self, instructor(s), and peer feedback*
 - Schedule frequent, self-paced study sessions

Take a personal approach to learning

1. Reflect on your own thinking, learning, and prior experiences
2. Relate outside activities to course material and/or classroom activities
3. Analyze how new information relates to existing knowledge
4. Clarify your thinking and the assimilation of new knowledge by asking your instructor(s) questions and actively participating in classroom discussions, online chatrooms or e-mail discussion lists

Seek and understand scholarly research

1. Use libraries and other information sources, including CMU's off-campus library services (OCLS)
2. Develop proficiency in the use of library research databases (accessible through the OCLS)
3. Acquire the ability to critically assess the quality and validity of the information sources you use
4. Actively integrate scholarly knowledge and research evidence into classroom discussions and course assignments
5. Learn how to compose a research paper or complete a research project, including selection of appropriate topics and resources, a literature review, and the proper citation of references

2. Prepare for each course

Know the rules

1. Review the objectives for the course and any policies regarding class participation, attendance, overdue assignments and make-up examinations
2. Ask how much work will be expected of you (e.g. in-class/out-of-class, assignments, projects, and examinations) and arrange your study schedule accordingly

Know course materials

1. Take advantage of periodic written or classroom reviews of previously covered content
2. Seek additional learning resources to fill any knowledge gaps and expand your understanding of course content
3. Realize that meeting course objectives often entails knowledge of material not directly mentioned by the course instructor or included in course materials

3. Build effective working relationships with your instructor(s), advisor, and fellow students

1. View your instructors as “Facilitators,” offering guidance and feedback toward your personal learning process
2. Seek additional contact and communication with your instructor(s), advisor, and peers to enrich the learning experience*
3. Be tolerant of opposing views and treat others with respect and civility
4. Seek support and advice from your instructor(s), peers, advisor, and mentors*

4. Assume an active role in the learning environment

Bring awareness and a sense of purpose

1. Expect to earn your grade
2. Attend all class sessions, including all scheduled activities
3. Maintain compliance with any and all academic deadlines
4. Meet expectations regarding academic integrity (see Bulletin and course syllabus)

Bring knowledge, perspectives and interest

1. Actively participate in class activities
2. Complete all required reading assignments prior to each class meeting and read suggested material
3. Expect your ideas to be challenged and prepare to support them with facts, research evidence, and expert judgement, whether discussing concepts online, asynchronously, or in the classroom

Students in CMU’s Distance and Distributed Learning (DDL) courses can assume an active role in the learning environment by:

1. Meeting recommended deadlines for completing required assignments and projects
2. Participating in all scheduled virtual or asynchronous classroom discussions or working directly with the instructor to negotiate a suitable alternative
3. Taking advantage of optional learning activities, suggested readings, and opportunities for informal virtual or asynchronous communication with the course faculty and fellow students

* CMU offers courses across a variety of learning formats, including Web-based and learning package study through DDL. Accordingly, CMU offers students several convenient alternatives for communication with faculty, advisors, and fellow students.



Copyright © 2006 by Central Michigan University

All rights reserved.

With the exception of the reprinted material copyrighted elsewhere, no part of this publication may be reproduced, stored in a retrieval system or transmitted, in any form or by any means, electronic, mechanical, photocopying, recording or otherwise, without the prior written permission of duly authorized agents of Central Michigan University. Persons wishing to adapt or adopt these materials for their own use or programs may do so by special agreement and payment of royalties. Inquiries are welcomed and should be sent to: Vice President/Executive Director, Off-Campus Programs, Central Michigan University, Mount Pleasant, Michigan 48859

Printed in the United States of America.

Central Michigan University is accredited by the Higher Learning Commission of the North Central Association of Colleges and Schools. CMU, an AA/EQ institution, strongly and actively strives to increase diversity within its community (see www.cmich.edu/aaeo). Central Michigan University provides individuals with disabilities reasonable accommodations to participate in university activities, programs, and services. Individuals with disabilities requiring an accommodation to participate in an activity, program, or service should call (800) 950-1144, ext. 2199. cmuoffcampus@cmich.edu • cmuoffcampus.com 19666 6/06