

# My Smarter Action Plan

Student Name:

Program of Study:

Success starts with understanding where you are now and where you want to go. This guide will help you assess your skills, habits, and challenges, giving you the tools to make informed decisions and take control of your learning journey.

## Part 1: Self-Assessment & Review

Review your SmarterMeasure results and check off areas where you may be struggling or have room for improvement.

### Life Factors

- |   |   |
|---|---|
| <input type="checkbox"/> Separation from home, friends, or family | <input type="checkbox"/> Financial difficulties                 |
| <input type="checkbox"/> Cultural adjustments                     | <input type="checkbox"/> Work commitments / too many work hours |
| <input type="checkbox"/> Social relationships                     | <input type="checkbox"/> Physical health concerns               |
| <input type="checkbox"/> Peer pressure                            | <input type="checkbox"/> Mental health conditions               |
| <input type="checkbox"/> Childcare responsibilities               | <input type="checkbox"/> Stress management                      |
| <input type="checkbox"/> Family responsibilities                  | <input type="checkbox"/> Lack of study skills                   |
| <input type="checkbox"/> Housing challenges                       | <input type="checkbox"/> Lack of a dedicated workspace          |
| <input type="checkbox"/> Transportation issues                    | <input type="checkbox"/> Balancing extracurricular activities   |

### Individual Attributes

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|--|--|
| <input type="checkbox"/> Difficulty with concentration/focus     | <input type="checkbox"/> Struggling to ask for help          |
| <input type="checkbox"/> Lack of engagement in course material   | <input type="checkbox"/> Difficulty communicating            |
| <input type="checkbox"/> Finding your “why” for attending school | <input type="checkbox"/> Balancing social life and school    |
| <input type="checkbox"/> Time management struggles               | <input type="checkbox"/> Emotional concerns                  |
| <input type="checkbox"/> Procrastination tendencies              | <input type="checkbox"/> Stress management and coping skills |
| <input type="checkbox"/> Organizational skills                   | <input type="checkbox"/> Lack of goal-setting                |
| <input type="checkbox"/> Low self-esteem or confidence           | <input type="checkbox"/> Overcoming self-doubt               |
| <input type="checkbox"/> Giving up easily when things get hard   | <input type="checkbox"/> Struggling with motivation          |








### Academic & Technical Skills

- |   |  |
|---|--|
| <input type="checkbox"/> Not confident with technology skills         | <input type="checkbox"/> Lack of public speaking skills            |
| <input type="checkbox"/> No access to a computing device              | <input type="checkbox"/> Unaware of college-level expectations     |
| <input type="checkbox"/> No access to reliable internet               | <input type="checkbox"/> Difficulty with academic paper formatting |
| <input type="checkbox"/> Not confident or slow typing skills          | <input type="checkbox"/> Trouble following homework instructions   |
| <input type="checkbox"/> Struggling with retaining reading material   | <input type="checkbox"/> Difficulty interpreting data or research  |
| <input type="checkbox"/> Critical thinking and problem-solving skills | <input type="checkbox"/> Limited experience with collaboration     |
| <input type="checkbox"/> Struggling with note-taking                  | <input type="checkbox"/> Challenges with proofreading/editing      |
| <input type="checkbox"/> Test-taking strategies                       | <input type="checkbox"/> Difficulty adapting learning styles       |

## LMS & Online Learning Experience

- ☐ Submitting assignments online
- ☐ Participating in online discussions
- ☐ Accessing course materials and resources
- ☐ Communicating through the LMS
- ☐ Tracking grades and feedback
- ☐ Using online quizzes and exams

## Learning Preferences

- ☐  **Aural (Auditory) Learner:** Learns best through listening and discussions
- ☐  **Logical (Mathematical) Learner:** Thrives on logic, reasoning, and problem-solving
- ☐  **Physical (Kinesthetic) Learner:** Benefits from hands-on activities and movement
- ☐  **Social (Interpersonal) Learner:** Enjoys group work and collaborative learning
- ☐  **Solitary (Intrapersonal) Learner:** Prefers independent study and self-reflection
- ☐  **Verbal (Linguistic) Learner:** Excels with reading, writing, and verbal explanations
- ☐  **Visual (Spatial) Learner:** Prefers images, charts, and diagrams

## Part 2: Strategies for Improvement

Now that you have identified your strengths and areas for improvement, explore strategies to help you build skills, overcome challenges, and achieve your goals.

### Academic Strategies

- ☐ Lighten course load
- ☐ Attend all classes regularly
- ☐ Form a study group
- ☐ Improve time management
- ☐ Be prepared for class
- ☐ Alter study habits
- ☐ Develop better note-taking techniques
- ☐ Improve reading comprehension skills
- ☐ Strengthen test-taking strategies
- ☐ Utilize online learning tools effectively
- ☐ Develop active listening skills
- ☐ Seek help from tutors or support services

### Support & Resources

- ☐ Meet with your instructors
- ☐ Identify a go-to person
- ☐ Utilize tutoring services
- ☐ Seek counseling
- ☐ Use campus library resources
- ☐ Attend academic workshops
- ☐ Join student organizations or clubs for networking

### Personal Management

- ☐ Cut back on work hours
- ☐ Create a budget
- ☐ Use a planner or calendar
- ☐ Practice stress management techniques
- ☐ Maintain a healthy work-life balance
- ☐ Establish a regular sleep schedule
- ☐ Develop relaxation techniques
- ☐ Stay physically active
- ☐ Improve healthy eating habits
- ☐ Set social media and screen time limits

## Part 3: Creating My Success Plan

Use this guide to turn awareness into action by setting meaningful goals and identifying the support you need to succeed. Small steps lead to big progress. Start here.

### Step 1: Review Your SmarterMeasure Report

What are your top strengths? (e.g., self-motivation, resilience) \_\_\_\_\_

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What opportunities for improvement do you need to focus on? (e.g., time management)

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Why does this matter to you? (e.g. improving time management will reduce stress and improve grades)

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### Step 2: Set Intentional Goals

#### Academic Goal:

What do you want to achieve? (e.g., submit assignments at least one day early) \_\_\_\_\_

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How will you measure progress? (e.g., track submission dates in a planner) \_\_\_\_\_

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What steps will you take to reach this goal? (e.g., use a study schedule, set reminders)

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What reward will you give yourself for achieving this goal? (e.g. movie night, fun activity)

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Target Completion Date:

### Personal Goal:

What do you want to achieve? (e.g., stick to a 10 p.m. bedtime on school nights) \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

How will you measure progress? (e.g., use a habit tracker and monitor sleep duration)  
\_\_\_\_\_  
\_\_\_\_\_

What steps will you take to reach this goal? (e.g., reduce screen time before bed)  
\_\_\_\_\_  
\_\_\_\_\_

What reward will you give yourself for achieving this goal? (e.g. new book, personal treat)  
\_\_\_\_\_  
\_\_\_\_\_

**Target Completion Date:**

### Step 3: Identify Support Resources

What campus or online resources can help you achieve your goals? (e.g., tutoring center)  
\_\_\_\_\_  
\_\_\_\_\_

Who can support you in reaching your goals? (e.g., advisor, instructor, peer mentor, family)  
\_\_\_\_\_  
\_\_\_\_\_

Who will be your accountability partner? (e.g., roommate, friend check-ins) \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

### Step 4: Action Plan & Commitment

What is the first action step you will take this week to work towards your goals? (e.g., create a weekly study schedule and set reminders) \_\_\_\_\_  
\_\_\_\_\_

When will you complete this step and how will you hold yourself accountable? (e.g., Sunday evening, reviewed weekly) \_\_\_\_\_  
\_\_\_\_\_

## Step 5: Progress Tracking & Adjustments

**Check-in #1 Date:**

What progress have you made you made? \_\_\_\_\_

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What challenges did you face? (e.g. struggled with long assignments) \_\_\_\_\_

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**Check-in #2 Date:**

What progress have you made you made? \_\_\_\_\_

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What challenges did you face? (e.g. struggled with long assignments) \_\_\_\_\_

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