

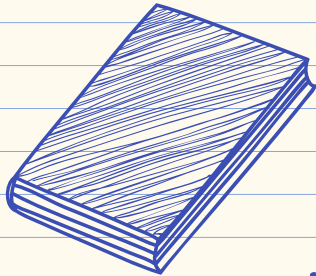
Let's Get Organized!

TA: Emily Metzguer-Schiro

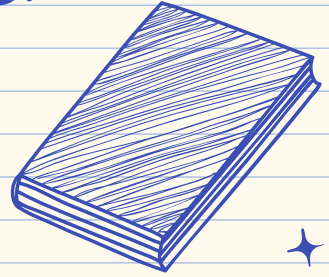
Section: COR 101-024

CCH/EXSC/FIT/SPST

Instructor: Kharmen Wingard



TOPIC: Getting & Staying Organized



- For the topic of *Getting & Staying Organized*, I covered the importance of organization in college, how to get organized, and stressed the importance of taking care of yourself while staying organized and on top of assignments.

Things I Covered:

- I used my personal experiences and tips/tricks I use to stay organized and ensure I complete all of my assignments in a timely manner.
- Why is organization so important?
- Organize a calendar
- Use a planner
- Stick to a schedule
- Practice self-care

PURPOSE OF THE LESSON

- The purpose of this lesson was to show my first year students the importance of getting and staying organized. I wanted them to know how important this is to me, and as a senior I used my own experiences from my time at SUNY Cortland thus far to show them the different ways they can achieve success academically through organization.

Let's Get
Organized!

COR 101
Professor Winghard
Emily Metzguer-Schiro

LESSON PREPARATION

- In order to prepare for my lesson, I consulted a few outside sources for information. I considered the conditions I intended to address and proceeded from there.
- I settled for one resource I felt had the most beneficial information and I also found a YouTube video to help summarize my slide about The Importance of Self-Care.

Sources

- 8 tips to stay organized in college. BestColleges.com. (2021, July 27). Retrieved September 2, 2021, from <https://www.bestcolleges.com/blog/tips-to-stay-organized-in-college/>.
- <https://www.youtube.com/watch?v=w0iVTQS8ftg>

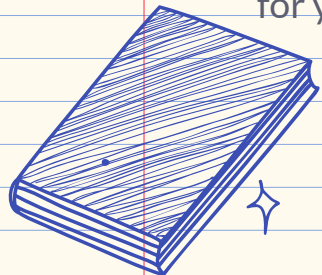
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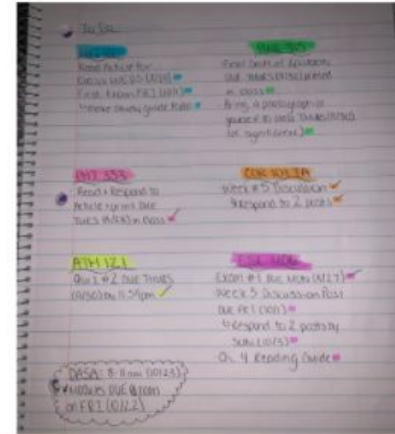


A Self-Care Action Plan

Why is this lesson important to First Year students?

1. The Covid-19 pandemic made in-person school not something most students, especially first-year college students, are used to.
2. Online school is much more laid back than being a full-time college student face-to-face.
3. Remaining organized in high school is not as critical as it is in college.
 - The transition from online to in-person school again was a hard transition for most students, including myself, and I also know how difficult the transition from high school to college can be too, so I knew that this lesson would be beneficial to my first-year students making this double transition.
 - College also calls for a lot more responsibility, the easiest way to hold yourself accountable for your workload is getting and staying organized.





METHODS

- I chose to use check-in questions to ensure my students were paying attention to my presentation and grasping the main concept I was presenting.
- I also chose to use a video to summarize a portion of my presentation.

Example Question 1:

What are some things YOU do to stay organized?

Example Question 2:

Do you have any organizational tips/tricks from high school?

<https://www.youtube.com/watch?v=woiVTQS8ftg>



What are some things YOU do to stay organized?

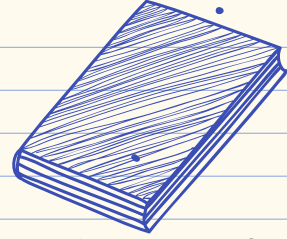
- Any tips/tricks from high school?



LEARNING OUTCOMES/OBJECTIVES

- The main thing I wanted my students to take away from this lesson was to be newly informed on information they may not have known before about organization. I wanted my students to understand the importance of this lesson and get all of the information I provided, as well as gain a new knowledge on how to get and remain organized in college.
- My goals of this lesson were to show my students how to get/stay organized
 - I achieved this goal by using examples of images from google, as well as pictures of my own planner/calendar/weekly "To Do" list.

Assessment/Feedback



- I chose to ask my students for feedback by asking them a few questions after I completed my presentation.

Questions:

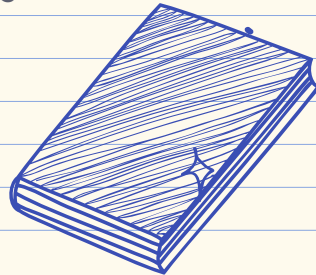
1. What is one thing you learned from my presentation?
2. What organization tool would YOU use next semester?
3. Was there any tip/tool/trick's I missed in my presentation? If so, what did I leave out?

Feedback Received:

1. "I learned the idea of color coordinating each of my classes for my planner and calendar."
2. "I am going to try and make a weekly "To-Do" list so I can remember my assignments."
3. "Make Post-It note reminders to put around your room/house so you don't forget anything." & "Using reminders on your phone."

REFLECTION

- From creating this lesson, I was able to reflect on the benefits of remaining organized to ensure academic success. It also allowed me to practice my public speaking skills, as well as my teaching skills.
- A new piece of information I learned was managing stress and applying self-care helps you stay organized and productive. I always knew that stress could negatively impact my academic ability, but I did not realize the importance of practicing self-care as a form of stress management.
- I am grateful to have had the opportunity to share my experiences with my students and I am confident that my tips/tricks for getting and remaining organized have been beneficial. Being a student facilitator has been a great experience and I am thankful to add this experience to my collection of SUNY Cortland memories.



THANKS!



Do you have any questions?
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