Is your head spinning as you finish the first full week of classes? Your mantra should be: “I can do this”! Some nontraditional students returning to the classroom doubt if they can compete with other students. The answer to that is, **YES you can.** Remind yourself with every quiz, project, and test that you have what it takes to succeed. Keep your goals in mind, work hard, and you will succeed. As we start out the semester, here are a few tips:

**#1. Get organized.** If you are taking more than one class, make sure you have a separate notebook for each class. Have a pen or pencil and extra lined or unlined paper always handy.

**#2. Don't be late for class. And go to every class.** If you are online, make sure you are there - on time - each time the class has a chat or online lesson. You will then be sure your computer is correctly set up and save a LOT of time.

**#3. Get your assignments done early** - well BEFORE any deadline so you have time to fine-tune them, check for spelling, and neaten them up.

**#4. If you own your book(s), use a highlighter or type notes** from them to remember important points you may need to know for a test.

**#5. Keep all due dates and class times handy** in an appointment calendar that you check every day.

**#6. Break up every assignment** into smaller pieces so you get done faster and it isn’t as much work. Write down each mini-deadline on your calendar - and stick to it.

**Remote Printing Options:** Did you know that you can print from the general access labs using your personal computer or Mac? Follow the steps listed on the technology webpage to install available printers: [http://www.uww.edu/icit/labs/galabs/printing/windows.html](http://www.uww.edu/icit/labs/galabs/printing/windows.html) and for mac: [http://www.uww.edu/icit/labs/galabs/printing/mac.html](http://www.uww.edu/icit/labs/galabs/printing/mac.html)

**Adult Student Connections** is a recognized campus organization for nontraditional students. The organization advocates and supports all nontraditional students by identifying concerns, increasing awareness, and providing a collective voice for all nontraditional students. We sponsor social events, recreational activities, and educational seminars that help support and balance the responsibilities of work, home, community, school and build the nontraditional student community.
Please get involved and join us in planning this year’s activities. Adult Student Connections Meetings are held on the last Monday of each month.

**First Meeting: Monday, September 24, 2012 – 5p.m. – Non Trad Pad – Univ. Ctr. - 133**

**Have you found the Non Trad Pad?** It is a lounge just for nontraditional students. It is equipped with a refrigerator, microwave, coffee pot, lockers, a computer, and good conversation with other nontraditional students. To find it, you will need to go up the ramp/steps to Career & Leadership UC-146, past the bay of computers and large open table area, and tucked back in the left corner by the fireplace is the Non Trad Pad. Stop in anytime, meet others, have a cup of coffee, tea, or hot chocolate and use the space like it is your home away from home. Several of us have lunch together on Wednesdays, 11-1p.m.

**Microwaves Around Campus For Your Convenience:** 1. University Center Main Floor, near the ATM machine and entrance to the Graham Street Café. 2. Center of the Arts, Main Floor near the vending machines. 3. Hyland Hall Main Floor Café has a microwave and a toaster. 4. Upham Hall has microwaves in Rooms 122 and 218.

**Upcoming Events:**

1. The **2012 Hawk Career Fair** is scheduled for **Wednesday, September 26 from 12:00 – 4:00pm in the Williams Center – Gym 1**. The event will feature over 100 employers looking to speak to students from all academic disciplines. Employers are eager to discuss their career opportunities and are seeking new talent to hire into their organizations – and they are looking to hire now. That’s right – employers will be looking for candidates for full-time jobs and for internships for the summer of 2013 at the Hawk Career Fair.

2. **How to give an Elevator Speech** In preparation for the Hawk Career Fair, Ron Buchholz and Laura Jacobs – UW-W Career and Leadership staff will be in the Non Trad Pad on Wednesday, September 19th providing students with pointers on how to give a quick “elevator speech” to introduce yourself effectively to employers. You will learn how to have a prepared presentation that grabs attention and says a lot in a few words. Feel free to come and go as your schedule allows.

3. **Organize Citations with EndNote Workshop** – A web-based citation management program that is free to UW-W users. EndNote allows users to import citations from hundreds of databases and catalogs to create bibliographies in a variety of styles. To register for a workshop by visiting the My UWW Training and Event Registration site: [https://signup.uww.edu/](https://signup.uww.edu/)

My role is to provide you with ongoing assistance during your college career. I am very interested in learning how you are doing and getting feedback on what services you would find helpful. My office is located in Roseman- 2017. My door is always open and I would love to have you stop by, call 262-472-1619, or email me at SmithLM11@uww.edu. Have a great weekend! Lynn