

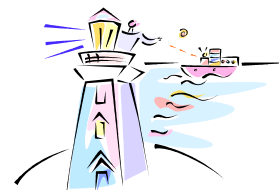
Mentor Activities

After MidTerm (Weeks 8-16)



Looking Ahead..

- ◇ Are you ready to write your first self-assessment?
- ◇ What goals will you set for the next academic year?
- ◇ Have you signed up for the required course, EDG 5325?
- ◇ On which committee(s) will you serve next semester?
- ◇ Will you apply for continuing contract and your first promotion at the same time? See Article 7, Sections 4 & 5 of the UFMDC contract.



Communicate with Students— Make sure they understand

- When, where, what and how to register for next semester.
- Your grading policy and what it takes to pass the course.
- The date and time of the final exam or final deadline to pass in work.
- How to access support such as tutors, lab practice, or online resources to prepare for the final exam or project.
- That you care about what happens to them after the course ends.



Topic for Reflection

What were the highlights and challenges of your first semester? Think about how far you've come in your first semester, and what you'd like to improve and accomplish over the next

Calculating Final Grades

Form a strategy that will allow you to quickly and accurately compute final grades at the end of the semester. Don't get stuck figuring out the details at the last minute. Will you use a spreadsheet or electronic gradebook? If you are using portfolios or capstone projects, are you planning enough time for review of students' work?



Tip: Take time out to plan time off!

Don't get so caught up in the end-of-semester rush that you forget to make plans for the semester break. You've earned it!



End of semester reminders:

- Don't forget to use the automated out-of-office response for e-mail and record a temporary voicemail greeting!
- Before you leave, submit duplicating requests for next semester