

This & That

for Graduate Success



Planners can help you stay organized and look ahead to see what upcoming assignments you should start working on today.

As soon as you get your syllabi, add due dates for papers, projects, and exams to your planner. In addition, add any appointments or weekly meetings. Get in the habit of adding new things as soon as they come up and checking it daily!

While a physical planner may be better for some people, others may function better with an electronic one. You can check out options such as Microsoft Outlook, Google Calendars, or check out your app store for more options.

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Put time on your side!

Looking back over the past semester...

- Did you procrastinate?
- Wished you had started papers earlier?
- Asked for extensions on projects?
- Crammed the night before for an exam?

A planner might help!



SCHOOL of
GRADUATE STUDIES

EAST TENNESSEE STATE UNIVERSITY