TOOLS FOR SUCCESS

A workshop to support your academic progress and overall success.
WE’LL LEARN HOW TO...

01. **BE ENGAGED**
Understand why it’s important to not only attend class, but actively listen and participate.

02. **MANAGE OUR TIME**
Learn and implement strategies for organizing what we have to do and how much time we need to do it.

03. **MANAGE OUR STRESS**
Learn how our mindset matters, healthy ways to respond to stress, and strategies for staying motivated.

04. **BE FUTURE-FOCUSED**
Make connections to what’s ahead and how what I do now has an impact on what’s to come.
ATTENDANCE & ENGAGEMENT
Students who attend school regularly are more likely to:

- Earn passing grades
- Graduate
- Have strong academic skills

Research shows that missing 10% of the school year, or about 18 days, negatively affects a student’s academic performance. That’s just two days a month (and that’s known as chronic absence)
Attendance & Hybrid Learning

**Attendance Codes**
- 3: DL Engaged- Synchronous
- 4: DL Engaged- Asynchronous
- 5: DL Engaged- S + A
- 6: DL Absent

**What they Mean**
- Student attended a class zoom session
- Student completed an assignment or other asynchronous class component
- Student attended the class zoom session and completed assigned work
- Student did not attend class or complete any work on a particular day
WHY MIGHT STUDENTS BE ABSENT?

- logs in but gets marked absent on accident
- Forgot I had class at that time
- internet trouble
- feeling unmotivated about school
- sick
- Didn’t feel like attending

Students, write your response!
Let’s talk solutions

Tell someone!

○ Email teacher immediately, parents have 72 hrs to clear an absence
○ Internet Trouble: Email teacher or call school immediately
○ Forgetting class:
  ■ set alarms
  ■ print out school schedule & post it in your work space
○ Not feeling like attending/ feeling unmotivated
  ■ Contact your counselor
○ “Couldn’t get into class”
  ■ Email teacher immediately
○ Incorrectly marked absent
  ■ Email teacher & attendance immediately to clear

Where you can find your teacher contact information

● Visit the Staff directory, on ETHS Website, for your teacher’s email address
● Contact the school
● Teacher contact information is on the Profile page of Aeries.
TIME MANAGEMENT
WHAT IS YOUR GREATEST BARRIER TO MANAGING YOUR TIME?
WHY IS IT SO HARD?

- We often procrastinate because we believe an assignment or task will take too long, or be too difficult.
- Distractions can cause a 15 minute task to take 1 hour!
- When there are many tasks to accomplish, we feel overwhelmed and don’t know where to start.
- People always say, “just focus!” but I don’t know an effective strategy.
Choose the task to accomplish

Set the timer for 25 minutes + work until it goes off

Take a 5 minute break and restart the task

Take a longer break every 4 sessions
1. Choose the task to accomplish

- Make sure it’s just one thing
- Working on 5 things at once decreases productivity
- Close windows not needed for the task at hand
- Gather all items you need before you start
- Make sure one of those things is a post-it or notepad and pen
  - When you randomly remember something else you need to do, don’t let it take away from your focus—write it there and move on!
2. Set the timer
   - Experiment with session lengths (20, 30, even 40)

3. Take a break
   - If you’re on a roll, keep it up! You don’t have to break up a focused session, if it’s working :)
   - What you do during the break is up to you
     - Get a glass of water, go to the restroom, etc.
4. **Take longer breaks after 4 sessions**

- 20-30 minutes
- Take a walk, eat lunch, etc.
Pomodoro in review

Structure
Be aware of your environment and do what you can to minimize distractions (same space, phone off, etc)

Consistency
Maintaining the habit is more important than the amount of time spent on the task

Accountability
Tell someone you live with how you are chunking your work time

Patience
You are creating a new habit! Be patient with yourself and don't be discouraged on harder days.
Briefly summarize what you just learned.
Stress: Name it to tame it!

What is it?

- A state of mental or emotional strain resulting from adverse or demanding circumstances. It can come from an event or thought that makes you feel frustrated, angry, or nervous.

- It’s your body’s reaction to a challenge or demand.
PROS & CONS

**Positive Effects**
- Can make you feel energized and motivated.
- Encourages us to deal with challenges.
- Increases strength.
- Increases stamina.

**Negative Effects**
- Feeling overwhelmed (physical symptoms of anxiety)
- Use of unhealthy coping like drugs or alcohol to "relieve" stress
- Potentially affects long term health
# Learning Your Stress Indicators:

Everyone experiences stress differently. It can affect how a person feels, thinks, and acts.

<table>
<thead>
<tr>
<th>Body</th>
<th>Feelings</th>
<th>Thinking</th>
</tr>
</thead>
<tbody>
<tr>
<td>Headaches</td>
<td>Easily frustrated</td>
<td>Can’t make a decision</td>
</tr>
<tr>
<td>Sleep Problems</td>
<td>Fits of anger</td>
<td>Negative self talk</td>
</tr>
<tr>
<td>Heart pounding/chest tightness</td>
<td>Feeling sad</td>
<td>Forgetful</td>
</tr>
<tr>
<td>Tight neck/shoulders</td>
<td>Isolation (avoid people)</td>
<td>Can’t concentrate</td>
</tr>
<tr>
<td>Unexplained shaking</td>
<td>Feel nervous</td>
<td>Avoidance (deadlines, tasks, etc.)</td>
</tr>
<tr>
<td>Nausea</td>
<td>Low energy</td>
<td>Resistant to change</td>
</tr>
<tr>
<td>Shallow breathing</td>
<td>Feel overwhelmed</td>
<td>General uninterest</td>
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- Easily frustrated
- Fits of anger
- Feeling sad
- Isolation (avoid people)
- Feel nervous
- Low energy
- Feel overwhelmed

- Can’t make a decision
- Negative self talk
- Forgetful
- Can’t concentrate
- Avoidance (deadlines, tasks, etc.)
- Resistant to change
- General uninterest

*Students: drag the icons!*
# Reasons for Feeling Stressed

<table>
<thead>
<tr>
<th>School Performance</th>
<th>Not understanding the current Online/Hybrid learning system</th>
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<tr>
<td>Peer Pressure</td>
<td>Move to a new home</td>
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<tr>
<td>Family issues/expectations</td>
<td>Finances</td>
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<tr>
<td>Death of a loved one/pet</td>
<td>Changes in your daily life</td>
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Ways to deal with stress

Exercise daily

Meditation

Plan your time - Be realistic, don’t try to do too much

Get plenty of sleep

Practice positive talk

*Deep centered breathing - Let’s practice*
FUTURE-FOCUSED
Earning a high school diploma leads to higher wages

30% of high school dropouts live in poverty
Learn more, earn more

Education leads to higher wages and lower unemployment
4 steps and 4 skills to a successful Career

- Academic Skills and Knowledge
- Life Skills
- Employability Skills
- Technical Skills
21st CENTURY SKILLS

How today’s students can stay competitive in a changing job market

Learning Skills
- critical thinking
- creativity
- collaboration
- communication

Literacy Skills
- information
- media
- technology

Life Skills
- flexibility
- leadership
- initiative
- productivity
- social skills
ETHS CTE Pathways

**Arts, Media & Entertainment**
- Multimedia Design
- Computer Graphics
- Art of Animation
- Study of TV/Film
- Broadcast Journalism
- Photo as Art
- Advanced Photo
- Visual Imagery
- Journalism Technology

**Business & Finance**
- Computerized Accounting

**Engineering & Architecture**
- Architectural Design 1, 2, 3
- Principles of Engineering
- Product Design & Engineering
- Engineering Drafting 3, 4

**Health Science & Medical Terminology**
- Sports Medicine

**Information & Communication Technologies**
- Computer Science Principles AP
- Computer Science A AP

**Transportation**
- Automotive Technology 1, 2
Next Steps

- Talk to your teacher about ways to improve your grades
- Take a career-inventory test (CA Colleges)
- Consider taking a CTE course/pathway
- Create an educational plan that aligns with your goals
SUPPORTS & RESOURCES ON CAMPUS

- Counselor- Each counselor can be reached by google voice, email, zoom appointments. Contact information is on the Guidance Website
- Clubs, sports, arts programs --- get connected!
- Academic support is available Tuesday - Friday from 1 - 2:15 pm. Students can send an email to their teacher or sign up through google classroom link or Canvas. Teachers can help with clarifying an assignment, re-teach a concept, due dates for assignments and help develop a plan to get back on track
- Mental Health and Wellness resources on the SVUSD website
- Credit Recovery options