College Midterm Exams

We’re almost halfway through the semester, and midterms are right around the corner. Are you ready? Here are some great tips to help you prepare.

1. **Start studying NOW!** Don’t cram!
   Setting aside study time, reviewing notes, and planning early will help you feel prepared.

2. **Take advantage of the study resources on campus.**
   The Learning Center (Main 232) offers FREE tutoring. Get help from the tutors early and often.

3. **Form a study group.**
   Working with others helps clarify questions and makes studying more enjoyable.

4. **Review your notes and previous exams.**
   Problems from the homework, quizzes or previous tests may appear on the exam in a slightly different form.

5. **Ask questions.**
   Stop by your professor’s office hours to discuss difficult concepts, ask questions about lecture material, or just to find out what types of topics the midterm will cover.

6. **Stay healthy.**
   Schedule time for healthy meals and regular exercise. Get good sleep and avoid a lot of caffeine.

7. **Take Breaks.**
   When studying, take short breaks every hour or so. Even 10 minutes each hour will help you clear your head and stay focused.

8. **Disconnect.**
   Avoid Facebook, Twitter, and email; they are all unnecessary distractions.

**Tutor Secrets for Success for Their Peers**

* “Stick with it. Learning is a life-long adventure.” Cris (Biology)

* “Be the happy scholar and stay curious!” Jason (Biology)

* “Reviewing or practicing problems a little bit at a time will be more helpful than cramming before the test.” Jevica (Math & Chemistry)

* “Do not procrastinate and don’t allow your ego to prevent you from seeking help when you need it. Clarify with the professor early enough that you understand the assignments.” Emina (Accounting)

* “Balance your time. Make sure you portion enough time for work and school work, taking care of other responsibilities, but don’t forget to give yourself downtime!” Charlotte (English)
College Success Skill: Time Management

College is a balancing act. Between going to class, doing homework, studying, managing a job, and raising your family—how are you supposed to do it all? The answer is to carefully and efficiently manage your time.

Here are our top tips for managing your over-crowded schedule:

**Use a calendar.** Write down due dates, test dates, and study time.

**Plan ahead.** Follow your schedule and refer to the course syllabus to stay ahead of due dates. It’s much harder to ‘catch up’ if you get behind.

**Prioritize.** Figure out what is most important to do each day and stay on task.

**Schedule time to relax.** You may increase your energy to do other things that you want to do and even sleep better.

**Allow for flexibility.** Things may come up that you weren’t expecting! Leave room in your calendar so you can move things when needed.

Get the Most Out of Your Tutoring Visit!

**To maximize your tutoring session, please:**

- Bring all necessary class items (textbook, assignment, calculator, notes, handouts, flash-drives, and your own work).
- Come a few days before the assignment is due. We are good, but we can’t work miracles!
- Be an active participant during the tutoring session: take notes and ask questions.
- Come prepared:
  - **complete the assignment to the best of your ability before meeting with the tutor.**
  - **Write down specific questions to ask during the tutoring session.**
- Bring your HACC ID: you will need to sign in and out at one of the computer terminals.

Fun Facts About Your Tutors

- **Ian** has been north of the Artic Circle! (Accounting)
- **Keith’s** favorite class was Astronomy. (Math)
- **Dave** LOVES chocolate. (Math) **Deb** does too. (English)
- **Charlotte** has a journal article being published, and **Abby** has published a book, *Nebalia*. (English)
- **Ed** would like to visit Chile to go skiing in the summer. (Math)
- **Anna** wanted to become a hair stylist but ended up in nursing school. (Math & Biology)
- **Izzy** would like to go to dinner with Nelson Mandela; the President of Rwanda, Paul Kagame; and Dr. Ben Carson. (Chemistry & Math)
- **Alex** would buy a Lamborghini if he won the lottery. (Math, Biology & Chemistry)
- **Wendy** is an extreme couponer. (English)
- **Jabez** wishes he could build a spaceship. (Math & Chemistry)
- **Angelique** hates shopping. (Math, Biology & Chemistry)
- **Jevica** cannot whistle. (Math & Chemistry)
- **Giang** likes the *Harry Potter* series (Math & Chemistry), and **Kim** likes *The Hunger Games*. (Math, English, & Biology)

In five years, **Jess** hopes to be living in the European countryside with a handsome husband and a flock of sheep, using geography to study agriculture and the circulation of the food supply. (English)
Get a Handle on Test Anxiety

Test anxiety is a nervousness or fear experienced before, during, or after a test because of distress, worry, or panic. Almost everyone experiences some nervousness about taking tests.

Utilize these tips to prepare for tests and help get a handle on test anxiety:

- Try deep breathing before taking the test. It’s a good way to calm nerves. Breath in slowly and deeply for a count of 5, hold that breathe for 5, and exhale slowly for a count of 5. Repeat.
- Take some time to stretch prior to sitting down for the test to relieve tension.
- Offload your feelings of stress. Write down your feelings of nervousness before taking the test.
- Meet with your teacher or academic advisor if test taking anxiety is affecting performance.
- Don’t get distracted by students who finish early. Devote all your attention to focusing on the test.
- Don’t overreact to a poor test score. Move on since you’ll have more chances to make up for a bad score.

Testing Services: Main 232E

Make-up Exams:
The Test Center provides make-up testing as a walk-in service for students who, with their instructor’s permission, need to make up a test missed in class. Regular testing center hours are listed below (see Test Center Hours), as well as upcoming closures.

Students should check the schedule on the Lancaster Testing webpage.

Go to: www.hacc.edu
Select: Students, Test Center, and Lancaster Test Center

Virtual Learning Computer Exams:
Some online courses require students to take proctored on-campus computerized tests.

Students who need to take a proctored on-campus computerized test must schedule an appointment.

Check Test Center Hours for available times.

To schedule an appointment go to:
www.hacc.edu
Select: Students, Test Center, Online Student Testing, Computer Exam Form

Virtual Learning Paper Exams:
Some online courses require students to take proctored on-campus paper tests during scheduled test sessions. Students who need to take a proctored on-campus paper test do not need an appointment.

Lancaster Campus Virtual Paper Dates:
You should arrive 15 minutes early to the testing session. Each session is two hours in length. No cellphones. ID required.

Test Center Hours

MONDAY  TUESDAY  WEDNESDAY  THURSDAY  FRIDAY
9am – 4pm  9am – 8pm  9am – 8pm  9am – 8pm  9am – 4pm

⇒ PHOTO ID REQUIRED
⇒ No cellphones
⇒ Allow sufficient time to complete your test
⇒ Children are not permitted in the Learning Center

Contact: lancetestcenter@hacc.edu or 358.2878 for more info.
Celebrating National Tutor Week

October 6 - 11, 2014

The National Tutoring Association started National Tutoring Week over ten years ago. It is celebrated at universities and private tutoring centers across the country.

The Brossman Learning Center will be celebrating our tutors all week! We really appreciate their hard work and dedication to helping students on the Lancaster Campus.

Students can stop by the Learning Center all week and add a note of thanks in appreciation of our tutors.

Did you know the Lancaster Campus tutoring team....
...supports an average of 120 courses each semester?
...serves over 1000 students each semester?
...offers tutoring hours 6 days a week?
...supports an average of 270 tutoring visits each week?
...consists of 21 peer tutors, 5 para-professional tutors, and 14 professional tutors this semester?

National Tutor Week is celebrated every year during the first week in October, but tutor appreciation is welcome any time in the Brossman Learning Center!

Thank you, Tutors!

Why Tutoring?

Research demonstrates that peer tutoring promotes active learning and critical thinking skills, benefitting everyone involved – the tutor, the student, the course instructor, and the institution. Furthermore, tutoring is positively correlated with higher course grades and GPA, better long-term retention of information, and greater persistence to graduation.


Office for Academic Success Staff – We are here to help!

Lori Corradino - Campus Director, Academic Success, M232C, 358-2860
Kayla Landers - Learning Center Specialist, M232B, 358-2884
Amy Rivera - Test Center Specialist, M232E, 358-2878
Jerry Holt- Test Center Technician (evenings), M232E, 358-2878