

# WRITING AND STUDYING: STRATEGIES AND RESOURCES FOR ACADEMIC SUCCESS DURING MIDTERM SEASON

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Huron University's Writing Services is located on land governed by the London Township Treaty of 1796. This land is the traditional territory of the Anishinaabek, Haudenosaunee, Lūnaapéewak, and Attawandaron peoples. Find out whose land you grew up on at [native-land.ca](http://native-land.ca)

**Our support is based on the following principles:**

- **Peer and educated-outside-reader support**
- **Students retain control over their work**
- **Teaching and resource-focused**
- **Relationship-building over time**
- **Equity and racial justice focused**



I'M GLAD TO BE WITH YOU TODAY!  
I WANTED TO BRIEFLY INTRODUCE  
MYSELF & WRITING SERVICES



One-to-one writing,  
communication, &  
learning strategies  
support



One-to-one select  
course content  
support: Math,  
Business, &  
Economics



Writing Café:  
Mondays /  
Wednesdays 9:30 –  
11:30 a.m. EST



For questions or  
help booking  
appointments,  
email Mandy  
Penney at  
[ageorg8@uwo.ca](mailto:ageorg8@uwo.ca)



**Today's  
workshop  
will be  
divided into  
3 primary  
sections**

**1. Writing & Studying: Project  
Management & Writing Productivity**

**2. Tips for Studying & Taking Multiple-  
Choice, Short Answer and Essay-Based  
Tests**

**3. Developing a Community of Writers and  
Scholars**

# MANAGING MULTIPLE PROJECTS AND WRITING PRODUCTIVITY



## Key Strategies for Managing Tasks:

- Setting **definable goals**
- Writing **daily** and without the interruption of social media
- Managing **avoidant coping, writer's block, and perfectionism**
- Developing a strong **community of practice**

# 1. We need SMART goals to stay on track

“Research on self-regulation shows that it isn’t enough to set a goal and make it a priority: People must monitor their progress toward the goal (Carver & Scheier, 1998; Duval & Silvia, 2001)” (Silvia 39).



Specific	Measurable	Attainable	Relevant	Time-Bound
Make sure your goals are focused and identify a tangible outcome. Without the specifics, your goal runs the risk of being too vague to achieve. Being more specific helps you identify what you want to achieve. You should also identify what resources you are going to leverage to achieve success.	You should have some clear definition of success. This will help you to evaluate achievement and also progress. This component often answers how much or how many and highlights how you'll know you achieved your goal.	Your goal should be challenging, but still reasonable to achieve. Reflecting on this component can reveal any potential barriers that you may need to overcome to realize success. Outline the steps you're planning to take to achieve your goal.	This is about getting real with yourself and ensuring what you're trying to achieve is worthwhile to you. Determining if this is aligned to your values and if it is a priority focus for you. This helps you answer the why.	Every goal needs a target date, something that motivates you to really apply the focus and discipline necessary to achieve it. This answers when. It's important to set a realistic time frame to achieve your goal to ensure you don't get discouraged.

- I would like to finish my paper by the deadline date.
- VS
- By this Friday, I will complete my research, so I can start my literature review.
- By Tuesday, I will bring a draft of my lit review to Writing Services for feedback.
- By Monday, I will have a complete draft of my research paper.
- [etc.]

**2. Writing is most productive when it occurs almost daily; binge writing does not work as well (Silvia, p. 25)**

"Write even if you feel sluggish, even if you feel lousy, even if you feel like you have nothing to say. You can still begin to get a process started, and to learn about your writing rhythm.[...] The best way to get into a writing rhythm is to write every day, except maybe your birthday, or the Queen's"  
- Joan Bolker

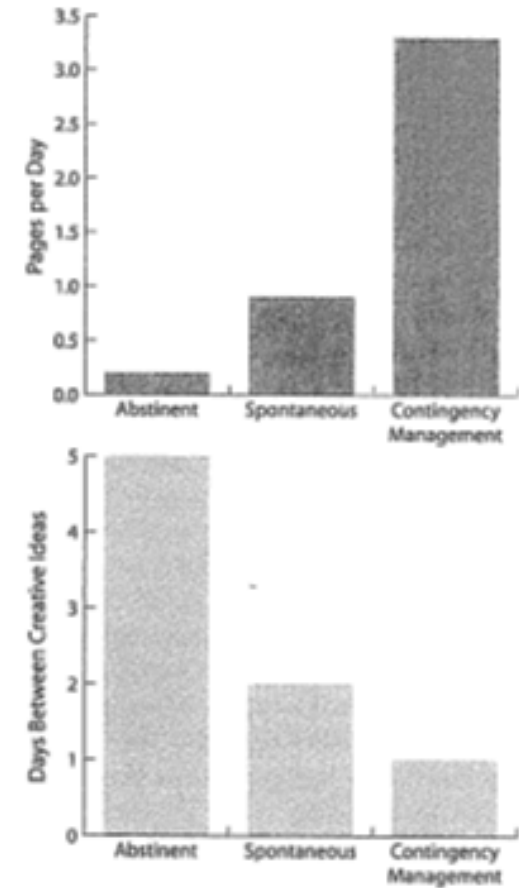


FIGURE 2.2. Effects of different writing strategies on (a) the number of pages written per day and (b) the modal number of days between creative writing ideas. Data are from Boice (1990, p. 80).





## **The Pomodoro Method: Goal Setting and Tracking Combined**

- 1. Set goals**
- 2. Work in timed chunks**
- 3. Track progress and adjust**



### 3. Organizing our days appropriately can keep us from falling into avoidant coping, writer's block, or perfectionism

#### PERFECTIONISM IN A NUTSHELL:

- You set goals that are impossible to reach.
- The unreachable goal creates paralysis.
- Avoidance, procrastination, and self-sabotaging behavior ensue.
- If there's an actual deadline, you engage in a frenzy of activity at the last minute, which ironically guarantees that the outcome will be far from perfect.
- In order to move forward, you set another unreachable goal with the promise that this time you will just work harder

(Rockquemore, "breaking the cycle")



*Coffitivity*



**WriteRoom**  
Distraction-free Writing

 *freedom*

## **4. Writing (and studying) in community can increase motivation and sense of overall well-being**

Writing groups are "a constructive source of social pressure" (Silvia, 56)



- **Set goals at meetings and check in on progress**
- **Write / study together at specified times**
- **Discuss successes and challenges members are encountering**
- **Give and receive feedback**
- **Remind each other to prioritize emotional, psychological, and physical health (stretch breaks, hydration, socialization, etc)**

STUDYING FOR AND WRITING  
MULTIPLE CHOICE TESTS,  
SHORT ANSWER TESTS,  
& ESSAY-BASED TESTS



# General Tips for Tests



Create a study plan



Give yourself enough time to prepare



Be able to explain the concepts in your own words



Come up with your own ideas



Highlight or bold certain terms



Re-read your notes



Most Importantly - Study the way that works best for you!

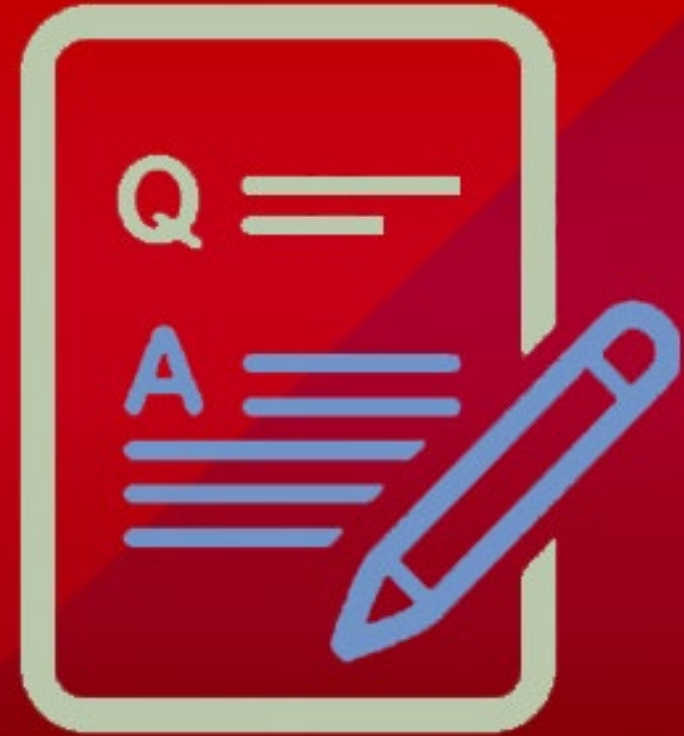
# Multiple Choice Tests



- Think of the answer before viewing choices
- Read the questions thoroughly
- Highlight/mark key information in the questions
- Skip a question if you are unsure and come back to it later
- Process of elimination
- Make an educated guess
- Review your answers after
- Identify and understand content that was emphasized in lectures

# Short Answer Tests

- Ensure you have answered the whole question
- Answer the easiest questions first
- Definitions and examples
- Study for understanding
- Flash Cards
- Self-testing
- Be thorough but also concise
- Practice questions





# Essay Based Tests

## RULE - WE

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I have difficulty with essay tests.

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**R**ead the questions.

**U**nderline the key words.

**L**ist or outline the major points.

**E**mphasize the details for each of the points.

**W**rite the answer.

**E**valuate your answer.

STUDYING &  
WRITING GROUPS  
/ SUPPORT



## Writing Café: Get writing done in a low-pressure and social atmosphere

Mon. 9:30-11:30 am(EST)

Wed. 1:30-3:30 pm(EST)

No registration required!

<https://westernuniversity.zoom.us/j/94342013995>



**One-to-one tutoring**

**Book online at  
[huronuc.ca/library/writing-services](https://huronuc.ca/library/writing-services)**