

BIG ACTION CHECKLIST

HOW TO START THE SEMESTER LIKE A BOSS

Students - Want to have a better semester? Then it's time to take BIG ACTION. If you do the following, it **WILL** make your life easier this semester. Therefore, try a little experiment: Print this, do what it suggests and see what happens!

After you finish a task, rate yourself honestly on the quality of your effort. This will help you to be more aware of your effort and will help you put more into it!

Quality scale:

0 = Didn't do it

1 = I tried. I did a little bit.

2 = I did it pretty well :)

3 = BOOM! Thoroughly done!

BIG Actions to try	How'd it go?	Date
Let parents help me more than usual, just for this experiment at least!		
Backpack: Empty out and clean/wash backpack. Repack it thoughtfully .		
Papers: Go through every single paper from Semester 1. Recycle what you don't need, archive papers that are sentimental. Reorganize papers you still need for school into a system that's sane and reliable . I suggest simple folders, not binders.		
Planner: Update planner thoroughly, frontload for the semester, downsize unnecessary pages, use a monthly planner, plan DAILY . The planner is your most important tool for tracking - do NOT rely on your memory.		
Advocate: Email teachers proactively , ask for success tips , tell them your goal and say thank you.		
SSS: Design an excellent Sacred Study Space that's free of distractions and optimized for focusing deeply.		
Browser: Optimize it for easy access to ALL school related links, passwords. Check grades weekly & thoroughly.		
Routines: Design, print & post optimal routines for your life, homework time, chores, etc.. Then TRY to use the routines as much as possible, they are keys to success in life.		
Goals: Print a BIG list of your classes and the grade goal you have for each. Post this where you can see it daily.		
Restock supplies, replace things that need it. Get any new folders, planners, paper, pencils or other supplies you might need later this semester so they are ready when you need them.		
Bonus: Your own action idea?		