

Summer 2022 SEMESTER PLANNER

HOW TO USE THE SEMESTER PLANNER

At the beginning of the semester, when you can still add, drop, or change courses, find information pertaining to **all** evaluations (%), for each course, on MOODLE.
Each course must have evaluation items that total 100%.

Record each item on your calendar, on its due date, with its course code (i.e. MATH 201) and important details such as-

1-What type of evaluation is it?

- assignment (AS),
- term paper (TP) & how many pages?
- book review (BR)
- annotated bibliography (AB)
- midterm exam (MT)
- quiz (Q)
- lab (LAB)
- problem set (PS)
- or create your own abbreviations!

2-How many marks % is the evaluation worth?

3- Record your final exams, and how much they're worth %, in the bottom margin of the calendar (you won't know the date for final exams until later in the semester).

If your course outline is missing information, ask the instructor for more details.

LOOK AT THE BIG PICTURE

Decide if the workload is reasonable. If you think it is, refer to this planner weekly throughout the term to track and plan for upcoming evaluations.

If the schedule looks really unworkable, maybe you will need to drop, then add a different course or take fewer courses this semester.

PLAN AHEAD

Think about 'Start Dates'. If you see that one week of your planner is particularly busy, you may need to complete an assignment early so that you can, for example, study for a mid-term exam. Or, you might need to start working on several things well ahead of their due dates, in order to get them all finished on time.

If you would like assistance with evaluating whether or not your course load is reasonable for you, or with planning ahead, make an appointment with a Learning Specialist Call 514 848 2424 x3291 or Join the Virtual Q&A Drop in sessions at <https://www.concordia.ca/students/success/learning-support/specialists.html>.

	Sun	Mon	Tues	Wed	Thurs	Fri	Sat
1	1	2 1st term & Two-Term SS courses begin	3	4	5	6	7
2	8	9 Add-Drop Deadline 1st term & Two-Term SS	10	11	12	13	14
3	15	16	17	18	19	20	21
4	22	23 Holiday University closed	24	25	26	27	28
5	29	30	31	1	2	3	4
6	5	6	7	8	9	10	11
7	12	13	14	15 Last class & DISC deadline for 1st term SS	16 Exams begin 1st term SS	17	18
8	19	20	21	22 Exams end 1st term SS	23 Classes start 2nd term SS	24 Holiday University closed	25
9	26	27	28	29	30 Add-drop deadline 2nd term	1 Holiday University closed	2
10	3	4	5	6	7	8	9
11	10	11	12	13	14	15	16
12	17	18	19	20	21	22	23
13	24	25	26	27	28	29	30
14	31	1	2	3	4	5	6
15	7	8 Last class & DISC deadline for Two-term & 2nd term SS	9 Exams start Two-term & 2nd term SS	10	11	12	13
16	14	15 Exams end Two-term & 2nd term SS	16	17	18	19	20

