Tips on Handling a Missed Class, Contacting Your Instructor

By Michelle Hurn

All students miss a class at some point during their time in college. How you handle it can make either a positive or negative impression on your instructor. Most instructors have policies in their first day handout that explain what you will be able to makeup and any penalties for late work that you are able to turn in. It would be a good idea, before talking to your instructor, to read the pertinent areas of the first day handout.

If you know you will miss class in advance, talk to your instructor ahead of time and turn in early any assignments that will be due the day of the absence. Also, be sure that you have worked out with the instructor a way for you to get any assignments that may be given the day of your absence. I suggest emailing your instructor to remind them of the absence and your plan for staying on top of the course work.

If you miss class due to some emergency and could not give your instructor advance warning, then send an email as soon as you can letting them know of your absence and asking them for any information they can provide about what you missed. Be professional. It is never a good idea to ask your instructor if you missed anything important. Instructors spend time and energy planning each day’s activities and will nearly always feel that if you missed class, then you missed something important. You should not expect a personal lecture during your instructor’s office hours. You should read and study your textbook, borrow another student’s class notes, and/or talk with a tutor about the information missed. If you still have questions, then see your instructor during office hours. Show some initiative by trying to get caught up without the personal lecture.

All of the above things are easier to do if you have built a good respectful relationship with both the instructor and the other students in the class. If you will follow these hints you should be successful in dealing with the occasional absence.

Upcoming Cultural Events Planned for SSS Members to Attend

By Kristi Kelley

The SSS program aims to host a cultural event every semester to expose our members to events or activities they may not have had an opportunity to experience before. This semester the SSS program will be hosting two events, instead of one!

The first event we will be hosting is a trip to St. Joseph on Thursday, April 24th where we will visit the Glore Psychiatric Museum, the Black Archives, and the St. Joseph Museum, all housed in the same building. According to their website, the Glore Psychiatric Museum “chronicles the 130-year history of the state hospital and centuries of mental health treatment”. The students will see several pieces of equipment used for treatment ranging from coffin-like confinement boxes to a dunking bath. The Black Archives shows the achievements and contributions of St. Joseph African-American citizens. Finally, the St. Joseph Museum boasts a collection of items from Civil War artifacts to Native American pottery and rare dolls. While in St. Joseph, we will also visit the Remington Nature Center that afternoon to learn more about our local natural environment.

The second event will be a trip to Kansas City on Friday, May 2nd to visit several locations. The first location will be The Money Museum at the Federal Reserve Bank in Kansas City. Here the students will be able to participate in interactive exhibits, view millions of dollars in the region’s largest cash vault, and can design their own currency using their own face! From here we will then make a stop at the Nelson Atkins Art Museum, and we will end the day with a stop in the Crossroads District for the First Friday event. First Friday is an event in this district held on the first Friday of each month allowing the local businesses, artists, and restaurants an opportunity to showcase local talent.

SSS members need to check their e-mails to get sign up and deadline information.

Extra, Extra!

Be sure to “Like” us on Facebook (Highland SSS), follow us on Twitter (@highlandcc.edu), and follow us on Pinterest (Highland Community College) for updates and birthday announcements!

April 2014 Events

April 9-Admissions Rep from KSU, CT Lobby, 10:30am-1pm
April 9-Workshop Wednesday, Transfer Info from KSU Rep
April 10-Admissions Rep, Southwestern College, CT Lobby, 10-10:30am
April 10-Admissions Rep, Mid America Nazarene, CT Lobby, 10am-1pm
April 16-Workshop Wednesday, Building an Impressive Resume, 2pm and 3:30pm
April 17-18-Easter Break, No Classes and Offices Closed
April 22-Admissions Rep, American Public University, CT Lobby, 9:30am-12:30pm
April 23-Workshop Wednesday, Building an Impressive Resume, 2pm and 3:30pm
April 24-Art Day, No Classes
April 24-SSS Cultural Event in St. Joe, 9am-5pm

April Birthdays

April 3-Zachary Haynes
April 9-Amber Smith
April 12-kevin Phillips and Donetz Sanchez-Hooker
April 16-Michael Bell
April 25-Shawna Smith
April 28-Jose Chavarría and Jay’P London
April 29-Monique Sutton

Grant aid applications are due by May 1st for SSS students returning for the fall 2014 semester. You must receive the Pell grant through financial aid to be eligible. Stop in today for your application!
Effectiveness of Study Techniques for Better Time Management

By Audrey Caudle

You might be surprised to learn that some study techniques are not as effective as you thought.

Some of the most ineffective study techniques are:

- Highlighting and underlining textbooks and other materials
- Rereading
- Summarization
- Keyword mnemonics — the use of keywords and mnemonics to help remind students of course material
- Imagery use for text learning — creating mental images to remind students of material

You may be suprised to learn that some study techniques are not as effective as you thought.

With Effective Learning Techniques, and published in “Psychological Science in the Public Interest,” a journal of the Association for Psychological Science, evaluated the 10 most commonly used learning techniques and concluded the following about effectiveness. The report was written by John Dunlosky and Katherine A. Rawson of Kent State University, Elizabeth J. Marsh of Duke University, Mitchell J. Nathan of the University of Wisconsin-Madison, and Daniel T. Willingham of the University of Virginia.


Lesson in finding the answer to the real question

By Shelley Smith

Bus driver Bill drives the same route every day when he leaves the bus terminal. His route includes 6 stops before going back to the station. At Maple Avenue he picks up eight people. Upon reaching Fifth Street five more people get on and two people get off. Oak Trafficway and Ninth Street stops are both drop-offs consisting of two people. When the bus arrives at Washington Boulevard three more people get off. At Hastings Road one person gets off and two more get on. Since all stops on this route are complete, the bus heads back to the bus terminal. What is the bus driver’s name?

How many of you were totaling the number of passengers as you read the sentences above? You are not alone! The majority of people reading this would do the same thing. We all want to jump right in, so we can hurry up and get done. As it turns out, you didn’t even need to know any of the passenger information to solve this problem. You spent time keeping track of numbers, which you didn’t even need to do. In words problem is so important to carefully read the entire problem before starting any work. The key is to figure out what the problem is really asking you to find. This may mean reading through the problem two or three times to fully understand all the information. You must sort out what information applies to actually solving the problem and what is extraneous. This process should be applied to all courses, not just your math courses. You will save so much time and effort if you fully understand what is being asked of you. If you try to start solving the problem after reading just a few words, you may end up doing a lot of unnecessary work!

Be sure to see your advisor to enroll in your fall 2014 semester classes.
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Tips for Composing Professional Resume to Stand Out from the Crowd

By Kim Bechtold

When writing a resume, keep in mind the following information to make sure that you stand out from the crowd:

Include all your contact information on your resume so employers can easily get in touch with you. Include your full name, street address, city, state, and zip, home phone number, cell phone number, and email address. Remember an email address like hottie123@hotmail.com is not appropriate!

If you include an objective on your resume, it's important to tailor it to match the job you are applying for. The more specific you are, the better chance you have of being considered for the job.

Your resume should include the same keywords that appear in job descriptions. That way, you will increase your chances of your resume matching available positions - and of you being selected for an interview.

Prioritize the content of your resume so that your most important and relevant experience is listed first, with key accomplishments listed at the top of each position.

Be sure to include activities, school clubs and community service that you’ve participated in. Make yourself stand out!

Begin a resume now while college activities, jobs and clubs are fresh in your mind. Don’t be afraid to brag on yourself!

Be sure to attend the upcoming workshops “Building an Impressive Resume” on April 16 at 2:00pm and 3:30pm and again on April 23 from 2:00pm and 3:30pm. Attendance to one of these workshops is a requirement for the fall 2014 grant aid!

SSS hosted a workshop entitled “How to Survive College on a Budget” on Wednesday, March 26th. The guest speaker was Ben Gilmore from the Bank of Highland. Gilmore discussed many issues plaguing today’s college students from credit card debt to buying a vehicle. Several topics were discussed and several students had good questions for Mr. Gilmore. He brought with him a breakdown of a monthly budget to show students how much “extra” money they would have after paying all of the bills most young adults are responsible for.