

ACCESS TO SUCCESS



October 2008

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ACCESS OFFICE HOURS

Mon-Thurs 10 AM to 6 PM
Fri 10 AM to 12:30 PM

Contact ACCESS

access_missioncollege@yahoo.com

408-855-5192
or Drop in

ACCESS Student Center Etiquette

Due to the large amount of students using the office, the ACCESS Team would like to ask everyone to be mindful of the following:

1. Please conserve paper- print PowerPoints as handouts (ask staff to learn how) and use recycled paper when possible;
2. Please clean up after yourself;
3. Please leave the office for cell phone calls;
4. Please share the computers if there are students waiting (school work comes first!)
5. Please remember that the Center is for studying and unwinding (We strive to balance working hard and laughing hard!)

And for safety-

6. Please push in your chairs when you leave; and
7. Please put your backpack completely under your table or in the back corner so no one will trip (again)!

Thank you for being an important part of the ACCESS community! We really enjoy having you all as part of our family.

To find workshops by other programs or ACCESS Video Workshops visit

http://missioncollege.org/student_services/access/workshops.htm

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Writing Skills Test (WST) Workshop

ATTENTION ACCESS students!

Are you planning on transferring to a CSU or to SJSU?

If you are, then it is **REQUIRED** that you take the WST!! We won't lie to you, this test is hard, and without proper preparation **over 50% of students fail**, but the WST Workshop **can help you better prepare** for the test by giving you an idea of what to expect.

Make sure you register now before it's too late.

Dates: Friday, October 24. Friday, October 31. Friday, November 7.

Time: 10- 11:30 AM

Place: W3-401

RSVP to EOPS at (408) 855-5055

Event Tickets for ACCESS Students

As an ACCESS student, you will be invited to events (using Evite) all across the Bay Area such as aquarium and museum visits, plays, and sports events. **The tickets are paid for by ACCESS so that you and your family can enjoy fun and educational events.**

Please only sign up for events you know you can attend. **Since ACCESS pays for the tickets, we are penalized for No-Shows. Please call CATS at (415) 543-1400 to cancel as soon as possible. This ensures that others will be able to use the tickets. If you No-Show, you may not be eligible for other tickets in the future.**

In order to be considered for these tickets, **you must follow the directions given in each Evite.** Below is a generic form of the directions. Pay special attention to the **highlighted** section in the example as it will indicate the **specific** information needed.

You can always go back to the Evite and change your response so that you do not lose out on the opportunity. **DO NOT send replies to Yahoo- only reply to the Evite** by clicking on the Evite. If you have questions, please ask a staff member to explain the process to you.

These instructions are posted on the ACCESS website as well.

PLEASE FOLLOW THESE DIRECTIONS FOR EVITES

Example continues on next page

- **Please indicate which date and an arrival time between 11AM and 3PM, number of adults and number of children in your group, and how many tickets you are requesting in the Comment section or you will not get tickets.**
- Tickets are given on a first-come-first-served basis, **however**, preference will be given to those who have not attended a recent event and who are not suspended.
- **If you cannot attend the event, you must notify CATS or you will be suspended.**
- RESTRICTED TO IMMEDIATE FAMILY ONLY.
- **YOU ARE NOT GUARANTEED TICKETS UNTIL YOU HAVE RECEIVED NOTIFICATION FROM ACCESS STAFF.**
- Notification will take time as we have to request tickets from the CATS organization. Your patience is greatly appreciated.
- When ACCESS has run out of tickets, you will receive an email from ACCESS/Evite stating that WE ARE NO LONGER ACCEPTING REQUESTS.

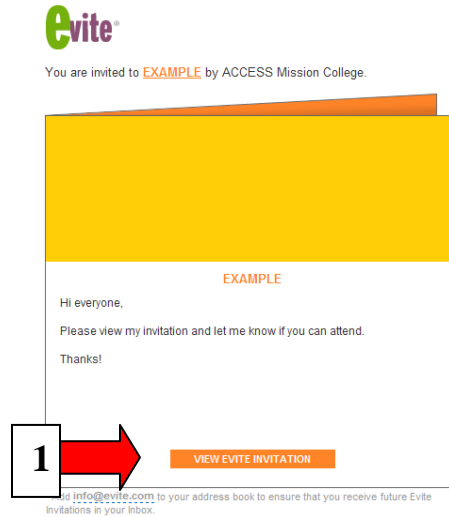
ATTENTION All Students!!!

In order to receive **TICKETS** for events and other important announcements, Please make sure to update your information – **Especially email and phone.**

EVITE EXAMPLE

The red arrows point to important sections of the EVITE. Please follow directions or will not get tickets.

1. Open the Evite
2. Dates to choose from
3. Due date
4. Instructions
5. Comment section where you will put in your full request including date, time and other information required.



Host: ACCESS Mission College

Location: The California Academy of Sciences
875 Howard Street, San Francisco, CA 94103 US
[View Map](#) | [Find a Hotel](#)

When: Tuesday, August 21, 7:00PM

Phone: 408/ 855-5190

WE ARE NO LONGER ACCEPTING REQUESTS

Fri., June 15	Sat., June 16
Sun., June 17	Mon., June 18
Tues., June 19	Wed., June 20
Thurs., June 21	Fri., June 22

<http://www.calacademy.org/>
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PLEASE FOLLOW INSTRUCTIONS OR YOU WILL NOT GET TICKETS

Directions to Request- Due by May 21

Please indicate which date and an arrival time between 11AM and 3PM, number of adults and number of children in your group, and how many tickets you are requesting in the Comment section.

Tickets are given on a first-come-first-served basis, however, preference will be given to those who have not attended a recent event, or who have not been a no-show. **If you cannot make the event, you must notify Charity at 408/ 855-5190.**

RESTRICTED TO IMMEDIATE FAMILY ONLY.

YOU ARE NOT GUARANTEED TICKETS UNTIL YOU HAVE RECEIVED NOTIFICATION FROM ACCESS STAFF. Notification will take time as we have to request tickets from the CATS organization. Your patience is greatly appreciated.

*** REPLY HERE**

Will You Attend?
 Yes No Maybe

Add a Comment (optional) Spell Check

No-Shows to Events

Due to the large number of students not showing up to these events, thus causing the ENTIRE program to be temporarily suspended from receiving tickets-

1. Any student who fails to contact CATS before the event if they cannot attend will not be eligible for tickets for 60 days.*
2. Any student who fails to contact CATS before an event again in the same year will not be eligible for tickets for 1 academic year.*

*****Special exceptions may apply. Please discuss with Program Staff.

Study Skills - TEST TAKING TIPS

Be Prepared

No matter what other tips you may read and use, nothing can take the place of studying on a regular basis.

Do your Homework

Homework and assignments are meant to give you the practice and knowledge you will need for an exam. Often exam questions are based on what you have already read and completed.



Review Regularly

Avoid cramming by studying and reviewing each day. Review notes, homework, and reading for a few moments every day. Quiz yourself and start the studying process early. Study key terms, definitions, examples, lists, diagrams, and charts. Pay particular attention to items your professor emphasizes in class.

Ask for Help

There are many resources available to help you succeed. Ask your instructor if you don't understand something. Form a study group. Check out the services available in the Academic Support Center including peer tutoring, study skills assistance, and advising.

Hints for Specific Types of Test...

Remember, these are general tips that may be helpful. There is not a magic hint or formula that will help you with each and every test. Studying and preparing well are always your best bet.

Multiple Choice Tests:

1. Try to answer the question before looking at the answers.
2. Read through the entire test and answer those questions you know first.
3. Rephrase the question in your own words.
4. Eliminate the choices you know are incorrect and choose your answer from the remaining selection.
5. Sometimes the answer to one question is revealed in other test questions. Skip any questions you don't know and maybe the answer will become clear later.

True-False Questions:

1. Generally, there are more *true* than *false* statements.
2. If part of a statement is true and part of it is false, then the answer is false.
3. Statements with qualifiers (sometimes, seldom, rarely, most) tend to be true.

Understand vs Memorize

Memorization techniques can be helpful if there are a lot of facts to remember. However, it is best to truly learn and understand the material.

Attend all Classes

It is easy to get behind and miss vital information by skipping classes. If you must miss a class, arrange to copy someone's notes or even tape the lecture (with instructor's permission.)

Control Anxiety During the Test

Arrive early. Get settled, relax, and give yourself time to organize your thoughts. Listen carefully to all instructions before beginning. Quickly review the test. Answer the easiest questions first. If you get stuck on a question, leave it and go back to it later. If you have no idea of an answer, remain calm, try to recall what you do know and use other test questions to give you clues. If you do become anxious take a moment to relax. Close your eyes, take deep breaths and concentrate on relaxing your body.

Get Plenty of Sleep and Eat Well Before A Test

Feeling rested and eating a balanced diet will go a long way in relieving stress symptoms.



Matching:

1. Because the lists don't always match evenly, review the entire section before beginning.
2. Start with the easiest matches first. Cross out matches as you use them to eliminate confusion.

Essay Tests:

1. Read directions carefully. Notice whether you must answer all the questions and whether your test time is limited.
2. Read all questions before beginning. If you can select questions to answer, choose those for which you are best prepared.
3. Answer the easiest questions first. This will help you feel confident and reduce anxiety.

Memory Techniques

Improving your memory will make you a better student. Good memory skills can help you process information quickly and efficiently, and can save you hours of cramming before tests.

Developing an effective memory takes practice and the techniques you use need to fit your style of learning. Experiment with the following memory techniques to find the ones that will help you store and recall information more easily.

Learn from the general to specific.

Survey the chapter you are about to read by first reading major titles and headings. How is the chapter organized? What are the major areas being emphasized? Next, skim the chapter or the main ideas. By getting a look at the big picture, you'll be able to better understand and retain the details.

Make it meaningful

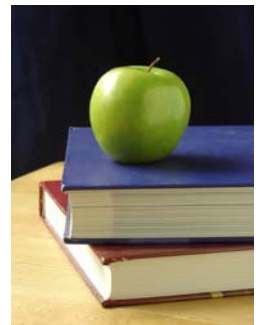
Try to remember why you are in college and how the information you are learning will help you in your future plans. If you can keep in mind the importance of what you are learning, you will be more motivated to retain the information.

Create Associations

Try associating new information with data already stored in your memory. This works well with names. For example, if you meet someone named Lisa, try picturing this person standing next to another person you know named Lisa. When you see the new Lisa, your mind is more likely to associate her with a Lisa you already know.

Learn it once, actively

For some, standing or walking around while studying can enhance memory and recall by providing needed energy and alleviating boredom. Action is a great memory enhancer.



Relax

When you are relaxed, you absorb new information more quickly and recall it with greater accuracy. Relaxation is a state of alertness, free of tension, during which your mind can use the techniques for recalling.

Create Pictures

Draw diagrams. make cartoons. Use them to connect facts and illustrate relationships. For example, to remember the date of the treaty that declared peace between the American colonies and England, ending the Revolutionary War, you could try the following visualization. Picture a dove (the symbol of peace) carrying a red, white, and blue sign (the symbol of the United States) with the year 1783 on it.

Recite and Repeat

This may be the most important technique you can learn. Verbally repeat information you want to retain. If you are reading a chapter, write a summarization of the material. Skim your reading again and check your summarization for errors. Repetition is very helpful in moving information from short-term memory into long-term memory.

Distribute Learning

Marathon studying sessions are not effective. It is better to study in two or three small sessions than to study in a long six-hour session. Take breaks between study sessions as rewards. Even while you are taking a break, your mind will be reviewing what you have just studied.

Remember something related

If you can't remember the answer you need, try to remember a related idea or concept. For example, if you can't remember the answer to a test question, try to remember the example the teacher used in class to talk about the concept. Often, this will allow your mind to begin associating until it can recall the information you need.



Use the information before it gets lost

To remember something, access it a lot. Read it, write it, speak it, listen to it, apply it. Find some way to make contact with the material on a

regular basis. Study groups are an excellent means to implement this idea.

Mnemonic Devices

Mnemonic (pronounced ni-'man-ik) devices are ways or "tricks" to help you memorize and recall anything from long lists to speeches and basic concepts. Mnemonic devices do not help you to understand and therefore learn large bodies of information. They are used only as tools for rote memorization. Here are just a few examples. You may have your own mnemonic devices that you already use!

Acronyms

Acronyms are words created by the first letters of a series of words. A well-known example is Roy G. Biv, which helps students to remember the colors of the visible spectrum (red, orange, yellow, green, blue, indigo, and violet).

Acrostics

Acrostics are sentences that help you remember a series of letters that stand for something. A common example is "Every good boy deserves fudge" (E, G, B, D, and F). These letters are the musical notes of the lines of the treble clef staff.

Rhymes and Songs

How many of us will ever forget the Alphabet Song? To this day, many people softly sing the song when trying to alphabetize a list. Rhymes often teach basic facts, such as, "In fourteen hundred and ninety-two, Columbus sailed the ocean blue." Songs and rhymes help to burn information in your memory.

Source: http://www.western.edu/ssc/study_skills/test_taking.html



SCHOLARSHIPS



The following websites allow students to create personal profiles and search national scholarship databases.

[EUREKA, the Career Information System](#)

1. Click on new "New to Eureka? Sign up"
2. Enter the above Site ID code: "YIQPMHQ-1144" in the appropriate box and click "NEXT"
3. Complete the Personal Information form
4. Choose a log in name and a password.

(You can use your self created user name and password to log in from this point on.)

Note: You can access Eureka from any computer.

[FastWeb: Scholarships, Financial Aid and Colleges](#)

1. Click on "New Users: Start Here"
2. Complete the Personal Information form
3. Choose a log-in name and a password.

(You can use your self-created user name and password to log-in from this point on.)



Tomas Rivera Policy Institute Resources

[Latino College Dollars: 2007-2008 Scholarship Directory](#)

[Latino College Dollars: Database Search](#)



[College.gov](#)

Built by the [U.S. Department of Education](#) in collaboration with students. This site is intended to be the go-to source for information and resources about planning, preparing and paying for postsecondary education (such as 2- or 4-year colleges and universities, and vocational or career schools). Most importantly, college.gov is intended to provide inspiration and hope to all students, and encourage them to consider and pursue a postsecondary education.

WANT MORE INFO?

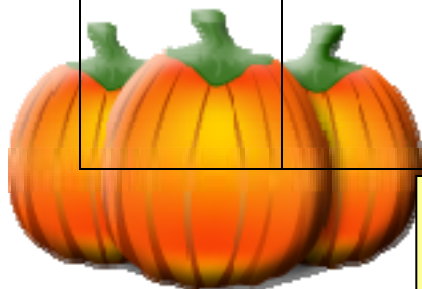
Students have access to the **Scholarship Binder** located in the office and more resources can be found on the ACCESS website at http://missioncollege.org/student_services/access/scholarshipSearch.html

Other ways to get more money for school can be found on the Mission College [Financial Aid Office website](#) and by filling out a [FAFSA](#) each year by March 1.

October

2008

<i>Sun</i>	<i>Mon</i>	<i>Tue</i>	<i>Wed</i>	<i>Thu</i>	<i>Fri</i>	<i>Sat</i>
			1	2	3 Application for Grad & Certificates Deadline	4
5	6 SJSU Representative 10am-1pm appointments	7	8 Hispanic Heritage Month Speaker Sorenson Hall 1-2pm	9 Student Success & Health Fair 10am-2pm Asian American Speaker Event Library 11am-12:30pm	10 CSU East Bay Representative 10am-3pm appointments	11 UC Santa Cruz Tour 8am-4pm RSVP to Charity
12	13 Notre Dame de Namur Representative 11am-1pm table visit EOPS Workshop	14	15 UC Santa Cruz TAA deadline EOPS Workshop	16 UC Santa Cruz Representative 10am-1pm appointments	17 EOPS Workshop	18
19	20 SJSU Representative 10am-1pm appointments	21	22	23	24 Writing Skills Test Workshop W3-401 10-11:30am RSVP 855-5055	25
26	27	28 Blood Drive 11am-5pm	29 Univ. of the Pacific (UOP) Representative 11am-2pm appointments	30	31 Halloween!!! Writing Skills Test Workshop W3-401 10-11:30am RSVP 855-5055 UC Santa Barbara TAA deadline	



Come by the office or look on the [website](#) to get the latest updates on Room & Time Changes, Activities, and Additional Workshops from other programs.