Hello Wildcats! We are halfway through the semester and excited to see how well some of you are doing. While we recognize that not all of you are still on academic warning, we believe that there are still helpful tips and tools for you in this issue. This may seem like an overwhelming time in the semester; Thanksgiving break still seems very far away and mid-terms are undoubtedly looming over you. So what can you do to help relieve some of this stress? **Tip number one**: Plan Each Day. Planning each day can help you accomplish more and make you feel more in control of your life. Keep a schedule of your daily activates to minimize conflicts and last minute rushes. **Tip number two**: Prioritize your tasks. By making a to-do list and putting the most important task at top, you can help prevent those time consuming unimportant tasks from consuming most of your day. **Tip number three**: Say no to none essential tasks. Consider you goal and schedule before you agree to take on additional work. **Tip number four**: Take the time to do a quality job, doing the work right the first time may take up more time up front, but errors usually result in time wasted going back to make corrections. **Tip number five**: Get plenty of sleep, have a healthy diet and exercise regularly. A healthy lifestyle can improve your focus and concentration, which will help improve your efficiency so that you can complete your work in less time.

Now all of these tips can be useful, but they are not for everybody. If you already have a good routine going then stick with it but if not, choose one of these strategies, try it for two to four weeks and see if it helps. If it does, consider adding another one. If not, try a different one.

**Tools for successful midterms**

Stressed about midterms? With the right study skills techniques you can both manage your stress and do well on the test. Here are some study skills tips for midterms to help you do well and stay sane!

- Take the time out to review your calendar and schedule as much study time as possible. Don’t plan to study non-stop the day before. You’ll go insane and you’ll be too tired to do well on the exam. When planning schedule short study breaks to help you refocus. Every 20 minutes take a 5-10 minute break to refresh yourself.
- Take advantage of review sheets and review sessions. Reviews are not suppose to replace studying, remember to review notes and reading assignments. If you’re confused about your notes or the review sheets ask your professor! The most important tool is get rest. Lack of sleep hurts you more than that extra studying helps.

**Diverse Tools for Success**

What is Diverse Tools for Success? The diverse tools for success program is an online system to help students become academically independent at KSU. Diverse Success tools for success utilizes K-State online to contact students that may be in academic trouble and provide them with resources to get on track, persist and graduate from K-State.

Diverse success is designed to help guide students to multiple resources that are provided on the K-State campus such as tutoring, counseling, enrollment, financial aid, and other such resources.

Resources:
- K-State Online Activities, Online Chats
- Academic Advising, Monthly newsletters
- Mid-term evaluations &Tutoring resources

If you have any questions please contact Dr. Zelia Wiley, at zwiley@ksu.edu or 785.532.5793

**Campus Resources:**

- College of Ag Diversity Programs Office, 139 Waters Hall
- College of Ag Academic Programs, 119 Waters Hall
- Academic Assistance Center, 103 Holton Hall
- Educational Supportive Services, 201 Holton Hall
- Leisure Tutoring Center, 2nd floor Leisure Hall
- Multicultural Student Organizations
- Academic Resource Center Arc/Darc

**YOUR ADVISOR!**

Made in collaboration with Project IMPACT. Sponsored by Cargill.
We hope you enjoyed the newsletter and found it helpful. For your comments please send them via e-mail to zwiley@ksu.edu.

Diversity Programs Office
139 Waters Hall
Manhattan, KS
Office 785-532-5793 Email: zwiley@ksu.edu
Website: http://www.ag.ksu.edu/diversity

The following are great resources to help you be academically successful:

**KSOL Diverse Success:** KSOL activities, Wimba classroom for group meetings, online chats, smart study mini-workshops, face-to-face mentoring, resource guidance, tutoring referrals, Mid-term Grade Evaluations, and more!

**Tutoring:** Often available for specific subjects or areas of study. Contact the Academic Assistance Center in 101 Holton Hall to find out what’s available. They have many free walk-in tutoring subjects.

**Your Academic Advisor:** They may just seem like the person who helps you pick out your courses, but your advisor can also be a great resource and advocate for your academic success.

**Professor’s Office Hours:** It may be intimidating or inconvenient, but meeting with your professor to discuss class material that you may be struggling with can be extremely helpful, and may lead to a stronger relationship with that professor.

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**Homecoming Week**

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**Navigating Difference Training, Garden City KS**

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**Happy Halloween**

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Nursing Difference Training, Garden City KS

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| Fall Break | Fall Break |     |     |     |     | **Dr. Wiley out of office**

DPO Staff:

Dr. Zelia Wiley
Assistant Dean
Director of DPO

Daja Menfee
Graduate Assistant

Maggie Roque
Graduate Practicum Student

Tyler Warta
Simone Holliday
Undergraduate Assistants