TRiO Student Support Services Newsletter : 2013 : 08 (Fall)

University of South Florida St. Petersburg, Office of Academic Affairs.

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WELCOME BACK!

Welcome back, TRiO SSS participants! Hopefully you had a restful and enjoyable summer break! We are happy to have the office buzzing with activity now that the fall semester has begun. The TRiO SSS staff is excited about the opportunities we have for you in a newly renovated office.

New Features for Students

- Confidential Advising Space
- Conference Room for larger group meetings, mentor activities and workshops
- Laptop Station equipped with charging areas for computers and devices
- Additional student computers expected soon!
- Group study area with comfortable lounge chairs
- High-top table for studying and working on projects
- Extended Office Hours, Wednesday & Thursday open until 6pm

Come in as soon as you can to check it out!

MENTOR MOMENT

Bakku kangei! We cannot wait to begin working with you in our renovated office. The new space has added new areas for tutoring and for holding mentoring activities. We have created a mentoring space on Canvas and we will be holding weekly web chats to discuss various topics ranging from school to sports. We will also be holding a mentoring hour once a month in our new conference room.

<table>
<thead>
<tr>
<th></th>
<th>Monday</th>
<th>Tuesday</th>
<th>Wednesday</th>
<th>Thursday</th>
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<tbody>
<tr>
<td>Jeff</td>
<td>3-5 pm</td>
<td>3-5 pm</td>
<td>3-6 pm</td>
<td>3-6 pm</td>
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<tr>
<td>Tyler</td>
<td></td>
<td></td>
<td>10-11 am ; 2-6 pm</td>
<td>9-1, 5-6 pm</td>
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TRiO SSS Workshops and Events

- Academic Advising Workshop with Cyndie Collins
  Director, Academic Advising
  Wednesday October 23rd Time TBA

- Graduate School Workshop with Lesa Shouse
  Director, Career Center
  Tuesday November 19th Time TBA
Ever have to scramble for a letter of recommendation? If you start lining them up now, you won’t have to stress about it when you need them. A good letter of recommendation can make a significant difference in applications for scholarships and employment. The application reviewer reads all of the great things you’ve written about yourself and your experience, but verification of all of those wonderful qualities is found in the letter from a professional who knows you well.

Not all letters are good letters. Some tips to obtaining a quality letter of recommendation:

- The person is a professional. They can speak directly to your work as a student or employee. Letters from faculty in your major are especially helpful.
- The letter is written on the letterhead of the school or organization the professional is employed by.
- The person knows you well. If you’re not sure about this, schedule a time to meet with them to talk about your successes, experiences, goals, etc.
- Personally request the letter through a phone call, email, or face to face meeting.
- The person has been given adequate time to write the letter. Give the person at least two weeks’ notice.
- The letter is recent. The more recent the letter, the more it speaks to where you are currently at in your skills, experiences, etc.

We are happy to provide letters of recommendation to all active TRiO SSS students. When you have three contacts documented on your TRiO passport, make an appointment with a TRiO advisor. Turn in your passport at that meeting and the advisor will write an LOR with you.
That some achieve great success, is proof to all that others can achieve it as well.

Abraham Lincoln

Email Excellence

From: thegreatestUSFPstudenteva
Sent: Monday, September 09, 2013 11:54 AM
To: trio@usfsp.edu
Subject: hey!

Yo Miss B. THANK you for mtg w me. UR gr8. ICYMI my app is attached. YOu!
Oh hey- I found out about this site check it out ASAP
http://www.stopjunkmail.org/ it’s AWESOME!
~ Your Favorite Student

While the above email form may be appropriate for communicating with your friends, there are better choices when communicating with faculty, staff, employers and other Very Important People. Some helpful tips and suggestions are below.

- Use a subject line that gives a brief description of your message
- Identify yourself, you can use a signature line with your name, UID number and contact information
- Avoid intensifiers such as all caps; this can come across as “screaming”
- Be sure to also pick a font that is easy to read
- Be mindful of your tone, use proper English.
- Be concise in your words and use appropriate language; avoid rough/rude words and always remember to check your spelling and grammar
- Don’t be overcome by emotion. Think about whether or not you would care if it were seen in the newspaper
- Also be mindful of spam…. don’t include chain letters, rumors, junk mail etc.
- Would grandma approve of your message?

We hope you are off to a great fall semester and utilizing effective communication skills! If you have any questions or concerns, please feel free to contact us. We look forward to working with you!

ACADEMIC CALENDAR

<table>
<thead>
<tr>
<th>Date</th>
<th>Event</th>
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<tbody>
<tr>
<td>August 26</td>
<td>Fall, first day of classes</td>
</tr>
<tr>
<td>September 13</td>
<td>Fall 2013 Graduation Application deadline</td>
</tr>
<tr>
<td>November 1</td>
<td>Last day to Withdraw from courses</td>
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<td>November 4</td>
<td>Spring Registration Begins</td>
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<tr>
<td>November 11</td>
<td>Veteran’s Day</td>
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<tr>
<td>November 28 &amp; 29</td>
<td>Thanksgiving Holiday</td>
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<tr>
<td>December 6</td>
<td>Fall, last day of classes</td>
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<tr>
<td>December 7 - 13</td>
<td>Final Exam Week</td>
</tr>
<tr>
<td>December 8</td>
<td>Final Exams (Distance Ed)</td>
</tr>
<tr>
<td>December 15</td>
<td>Fall, St. Petersburg Commencement</td>
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Get out and sign up for an intramural sport. Exercise is a great way to improve yourself!
Important Campus Information

Academic Success Center -- Tutoring for all classes, Terrace 301
http://www.stpete.usf.edu/success/index.htm

Academic Advising – Meet once a semester to make sure you are taking the right classes, Davis 134
http://stpete.usf.edu/advising/Index.htm

Career Center – Information about careers and college majors, SLC 2300
http://www.stpete.usf.edu/career/

Wellness Center -- Great help when you are not feeling well, SLC 2200
http://stpete.usf.edu/saffairs/CCC/index.htm

The Waterfront – Swimming, kayaking, other activities, COQ 108
http://stpete.usf.edu/waterfront/

Fitness Center – Workout room, gym, campus information, CAC
http://stpete.usf.edu/studentlife/campus_recreation/index.htm

Disability Services – Help for eligible students, SLC 1203
http://stpete.usf.edu/disability/index.htm

Public Safety – Campus Police, FPF 105 (parking garage by Barnes and Noble)
http://stpete.usf.edu/police/index.htm

Nelson Poynter Library – Check out a book or use the computers
http://www.nelson.usf.edu/

Library Hours
Monday-Thursday 8 am to 10 pm
Friday 8 am to 5 pm
Saturday 9 am to 5 pm
Sunday 1 pm to 7 pm

Visit us online!
http://www1.usfsp.edu/trio/

A young man was standing in the middle of a street and shouting...

Young man: Call me a doctor. Call me a doctor.

Passer-by: What's the matter with you? Are you feeling sick?

Young man (happily): No, I just graduated from medical college.