

# Parenting Partners This Week

*Success Starts At Home*

## *Top Study Skills*

### Time Management--Routines for Better Grades

When your child starts a sentence with, “by the way,” are you about to hear that a science project is due tomorrow? The biggest source of stress in some families comes around communication about school assignments. Thursday night is often drama night! How can we get some strong routines that avoid that?

What is your family’s system for communicating about assignments? Do you already have the tools you need, or would you like some easy to use charts and tools?

#### **Survey—How do you find out which tests and projects are coming up?**

- Your children tell you about them in plenty of time.
- You check them on the school’s website.
- Your children show you their handouts and notes.
- You’re fortunate if you hear anything about them.



#### **Think Tank – Brainstorming practical ideas**

**Here are some of the tools students use to plan their assignments & studying:**

- A calendar book that the school recommends such as: “Academic Weekly Assignment Book” or “Academic Planner”.
- A regular calendar or calendar program on the computer.

If your students are using these tools, that’s great! If you can easily understand how they are organized for upcoming tests and assignments and communicate about them, then you’re doing well!

If you need some planning tools to get your students better organized, we have some easy to use charts that you can use.

- Scheduling charts
- Logbook
- Homework Checklist
- Reading Chart

## How do you find some of these charts and lists?

- Ask your Parenting Partners team for free copies.
- Download and print them from our website [www.parentingtools.org](http://www.parentingtools.org) for free.
- There you will get charts that you can copy and use, and also samples of how to use them.

### Projects and Papers Chart

Paper or Project	Weekend	Monday	Tuesday	Wednesday	Thursday	Friday
American History Paper due Friday	Research material 3 hours	Outline the paper 1 hour	Start writing the draft 1 hour	Finish writing the draft 1 hour	Write the final version 1 hour	Turn in paper
Science Project due Thursday	Review project instructions and meet with teammates at public library 2 hours	Meet with teammates after school to assign sections 30 minutes	Meet with teammates during Science class period 1 hour	Meet with teammates at Sandra's house to complete project 2 hours	Turn in project	
Spanish 2 Paper due Wednesday	Study Spanish 2 word list and write rough draft 1 hour	Have Mr. Avila review rough draft during class 20 minutes	Complete final draft 30 minutes	Turn in paper		

### Test Preparation Scheduling Chart

Upcoming Test	Weekend	Monday	Tuesday	Wednesday	Thursday	Friday
Algebra test on Friday	Organize notes 60 minutes	Study notes 30 minutes	Study notes 30 minutes	Study notes 30 minutes	Study notes 1 hour	Test Day
English Essay test on Wednesday	Research a topic 30 minutes	Practice essay writing skills 60 minutes	Test Day			
History Exam on Wednesday	Read chapters 4-5 30 minutes	Review chapters and make flash cards 60 minutes	Attend test review session at 3pm in Room 101 60 minutes	Review flash cards before test 30 minutes	Test Day	

## Which of these planning tools work best for your children?

- Which tools make it easiest for you to understand what they need to be studying each day?
- If you're still looking for the best routine, ask one of your children's teachers for advice!

## Ideas & Tools—Show Me the Backpack

Parents tell us about their successful systems for organizing school assignments. Here is an example --

### Parents give their children these instructions:

- As soon as you come home, show your parent all the returned tests, projects, and grades.
- After you do your homework, project, or paper – show it to your parent right away.
- Put it all in your backpack, ready to go in the morning.

When you have a good routine in place, you don't have to remind them every day. Parents hate to nag, pester, or pick on our kids! Routines make the family run smoother and more peacefully.

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