**Steinmetz College Prep**

Small Group Session Summaries

**Name of Group:** Time is Prime (T.I.P)

**Focus of Group:** The focus of this group is to improve the attitude, skills, and knowledge of students in order to set them on track and excel in their academics.

**Number of Students:** 8-10

**Grade Level:** Targeted group is high school sophomore students, but it is appropriate for all grades levels.

**Number of Sessions:** There will be 6 sessions. The group will meet Wednesdays once a week during November and December.

**Session 1**- **(Introduction)**

*Personal/Social*

**Standard A**: Students will acquire the knowledge, attitudes and inter-personal skills to help them understand and respect self and others.

PS: A1 Acquire Self-knowledge

PS:A1.2 Identify values, attitudes and beliefs

PS:A1.5 Identify and express feelings

PS:A1.6 Distinguish between appropriate and inappropriate behavior

PS:A1.7 Recognize personal boundaries, rights and privacy needs

PS:A1.8 Understand the need for self-control and how to practice it

PS:A1.9 Demonstrate cooperative behavior in groups

PS: A1.10Identify personal strengths and assets

**Introduction to T.I.P**

* Review signed and informed consent forms
* Establish Rules

(Create a “group rule contract.” Have group members come up with rules and sign contract.)

* **M&M’s ice breaker activity**- each person must tell one thing about themselves for every M&M they took.
* Pre-test

**Session 2-** **(Time Management Exploration)**

*Academic Development*

**Standard A**: Students will acquire the attitudes, knowledge and skills that contribute to effective learning in school and across the lifespan.

A: A1 Improve Academic Self-concept

A:A1.5 Identify attitudes and behaviors that lead to successful learning

A: A2 Acquire Skills for Improving Learning

A:A2.1 Apply time-management and task-management skills

A:A2.3 Use communications skills to know when and how to ask for help when needed

A:A2.4 Apply knowledge and learning styles to positively influence school performance

**Standard C**: Students will understand the relationship of academics to the world of work and to life at home and in the community.

A: C1 Relate School to Life Experiences

A:C1.1 Demonstrate the ability to balance school, studies, extracurricular activities, leisure time and family life

**Time is Prime Scavenger Hunt**

* Pair and Share: students will pair up and discuss the following questions posted on board.
* Counselors will present a PowerPoint game on Steinmetz policies and protocols before introducing Scavenger Hunt Activity.
* Introduce Scavenger Hunt Activity- explain its significance and how it correlates with previous discussions/activities.
* Students will list 3-4 strategies they can try to help them be on time for school.
* (optional, if time permits) “What would happen if…” group discussion and skit

**Session 3- (Implementing Time Management)**

*Academic Development*

**Standard A**: Students will acquire the attitudes, knowledge and skills that contribute to effective learning in school and across the lifespan.

A: A1 Improve Academic Self-concept

A:A1.5 Identify attitudes and behaviors that lead to successful learning

A: A2 Acquire Skills for Improving Learning

A:A2.1 Apply time-management and task-management skills

A:A2.3 Use communications skills to know when and how to ask for help when needed

A:A2.4 Apply knowledge and learning styles to positively influence school performance

**Standard C**: Students will understand the relationship of academics to the world of work and to life at home and in the community.

A: C1 Relate School to Life Experiences

A:C1.1 Demonstrate the ability to balance school, studies, extracurricular activities, leisure time and family life

**How to Manage Time Effectively**

* Time management assessment (have a folder for each student to keep their forms in)
* Introduction of the lesson (What is time management?)
* Set goals: List specific actions to take to reach goals and then prioritize tasks (write on board)
* To-Do List: Prioritize tasks. Use an electronic/paper calendar/planner. Include exams, papers, work hrs. etc.
* Schedule your time: Students will organize their day then organize their week.

**Session 4- (Study Skills/Getting Organized)**

*Academic Development*

**Standard A**: Students will acquire the attitudes, knowledge and skills that contribute to effective learning in school and across the lifespan.

A: A1 Improve Academic Self-concept

A:A1.5 Identify attitudes and behaviors that lead to successful learning

A: A2 Acquire Skills for Improving Learning

A:A2.1 Apply time-management and task-management skills

A:A2.4 Apply knowledge and learning styles to positively influence school performance

**Standard B**: Students will complete school with the academic preparation essential to choose from a wide range of substantial post-secondary options, including college.

A: B1 Improve Learning

A:B1.3 Apply the study skills necessary for academic success at each level

A:B1.6 Use knowledge of learning styles to positively influence school performance

**Building Skills for Academic Success**

* Check in with students to see where they are at. Pass out “progress monitor sheet.”
* Have students empty out their book bags completely! (**Book bag activity**)
* **Here & Now** handout
* **Flash card buddy-study**- students will find their matching term or definition and work with their partner to create a picture or role play to describe the word.
* Distribute and review **Distractions** handout