

MATH-305 Journal

The purpose of the journal is for you to be constantly aware of **your own performance and study habits** in the course. *It is a way for you to see how you spend your time and how you are doing in the course.*

Consequently, you shall keep a journal recording:

1. **your scores on all graded items (including zeros for items not completed),**
2. **the start and stop times spent studying MATH-305 outside of class,**
3. **your class absences by date, and**
4. **after each exam is returned:**
 - a. **the number of exam problems left blank or unfinished and the point value of them,**
 - b. **the amount of time spent on each exam.**

Page 1 should be reserved for recording your grades so that you have them available for quick reference at any time. **You are responsible for keeping your journal secure and private!**

Page 2 should be reserved for recording all your absences. Simply record the date you missed class.

Page 3 should be reserved for recording the amount of time you spend on exams and the number of exam problems you leave blank or unfinished and their point value.

Each subsequent page should contain a log of your study time (1 week per page). It should **not** include time spent in class. The **format** of each page should look like this example:

Week 4				
Day	Assignments	Start - End	Time*	Day Total*
Mon	6	9:40 - 10:15am	35	
	6	7:30 - 8:20pm	50	85
Tues	7	8:40 - 10:15am	95	95
Wed	7	2:30 - 3:00pm	30	
	Proj 1	8:40 - 9:45pm	65	95
Thurs	8, Proj 1	2:00 - 3:45pm	105	105
Fri	---	---	0	0
Sat	9 & Proj 1	1:45 - 3:55pm	130	130
Sun	Review	3:10 - 4:00pm	50	50

Week: 560 min = 9.3 hrs

*** Record all times in minutes and convert the week's total to hours.**

Since the journal is for *your* benefit (not mine), there is *no gain* in exaggerating the time logs.

***You are responsible for keeping your journal secure and private!
Don't misplace it, and never give it to another student!***