

Professor Baum's Grade Improvement Worksheet

You do not need "access," to download this, please do not request access. Use the File→Download option to download it so you can fill it out.

Use this form in conjunction with the [Support for Improving Your Grade](#) page on my Instructional Site.

You can submit this form to me for us to discuss over e-mail/inbox, you can "bring it" to office hours, or you can just use it for yourself. Any way you decide to use it, make sure you take it seriously and answer every question even if you think you don't "need to." We sometimes learn a lot just by reflecting on what's going on with us!

1. Identify the source of the problem you are having with this class (check as many as you like):

- ☐ Family/work time pressures (not enough time in the day)
- ☐ Study skill issues (not knowing how to study according to your learning style)
- ☐ Learning differences (ADHD, processing disorders, so on)
- ☐ Distractions (difficulty getting off your phone/Instagram/YouTube/TikTok, so on)
- ☐ Time management issues (not being able to plan for how long a task will take)
- ☐ Lack of appropriate study space (quiet, adequate physical space)
- ☐ Too many classes
- ☐ Lack of interest in the subject matter
- ☐ Internet connectivity issues or computer problems
- ☐ Housing or food instability
- ☐ Physical or mental health challenges
- ☐ Substance abuse issues
- ☐ Recent loss of a loved one
- ☐ Transition to civilian life for recently separated veterans and their families
- ☐ ESL challenges
- ☐ Embarrassment around getting help
- ☐ Other (explain below)

Professor Baum's Grade Improvement Worksheet

2. Please explain any boxes you have checked above in more detail. Make sure you think through what issues are **most** impacting your success as a student, and rank them if that is helpful. Don't worry if you can't think of a solution – just write down the issues for now!

Write your answer here.

3. Think about a time when you were more successful academically. What was different then than it is now? Is there a way you can recreate some of those circumstances now (reviewing some of the resources for student support discussed on the [Support for Improving Your Grade](#) and [Student Resources](#) pages might be helpful)? Think through which of the boxes you checked in #1 feel easy for you to solve (don't worry yet about which do not feel easy) and write it out! What tools are available to you to help you with your current issues?

Write your answer here.

4. Review the sections in the [Support for Improving Your Grade](#) page titled "Determining what you can do to improve your grade" and "Creating a realistic plan." Keeping the guidance there in mind, fill in the following table with your plan to make up past work. List your assignments in priority order – so your dates should be in order too, with your highest priority soonest! Do not write "end of finals" for everything – your plan cannot be to do everything on the last day of the semester. Make a plan with dates realistic for your life and then hold yourself accountable to it!

Assignment name	Points possible	Points earned so far	Date it will be completed and submitted

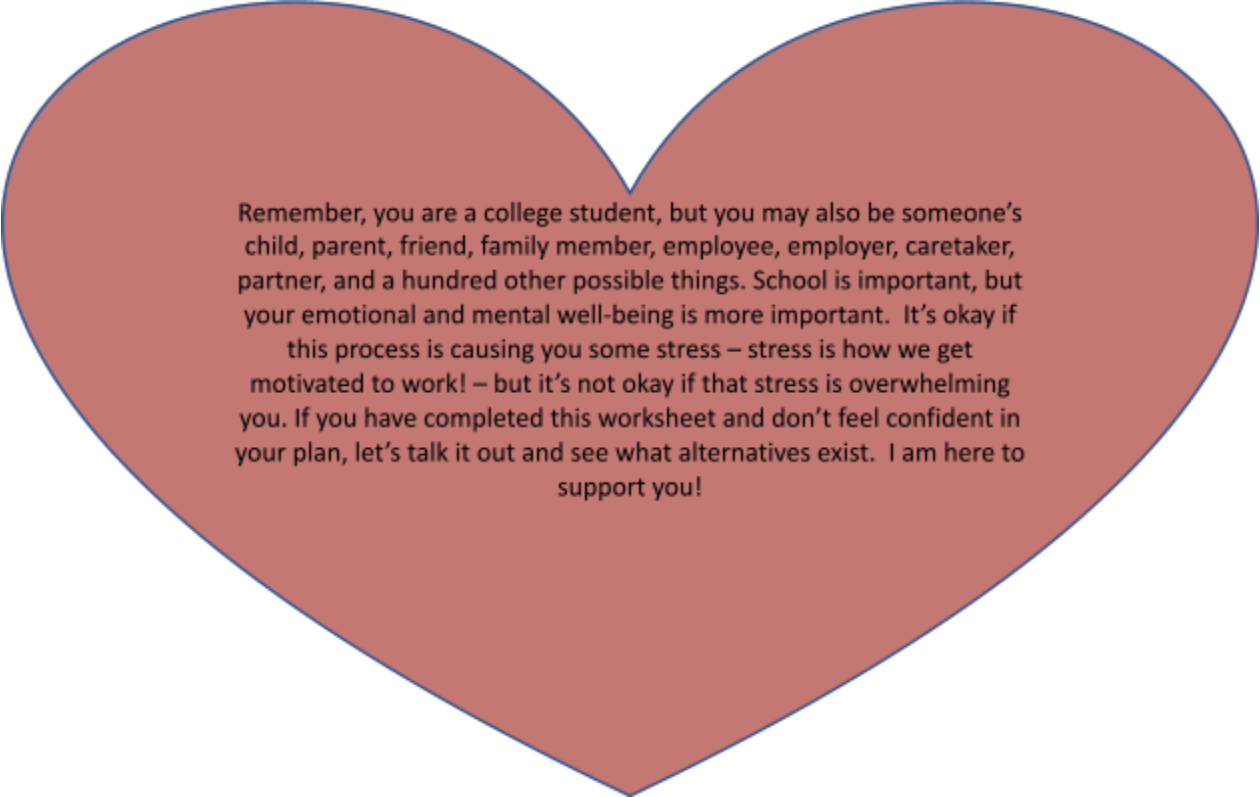
Professor Baum's Grade Improvement Worksheet

5. Keeping #4 in your mind, discuss how you will ensure that you will keep up with the **ongoing assignments in the class alongside the make-up work** you described. After all, you are committing to more than a normal workload – you're doing the normal work, plus the remedial work. So, please explain here how you plan to make space for that. Will you get up an hour earlier to do school work each day? Will you ask a friend to care for children for a few days while you work? Be specific – don't just say "I'll work harder!" This is also a good place to discuss any worries you have about catching up, or issues you feel are holding you back that don't feel easily resolved (don't let these things hold you back, just acknowledge them and keep working).

Write your answer here.

6. Please explain how you plan to remain accountable. Are you going to enter the due dates in your calendar? Are you going to message me if they are "late?" Do you have a friend or partner who will help keep you on track? Be specific and realistic!

Write your answer here.



Remember, you are a college student, but you may also be someone's child, parent, friend, family member, employee, employer, caretaker, partner, and a hundred other possible things. School is important, but your emotional and mental well-being is more important. It's okay if this process is causing you some stress – stress is how we get motivated to work! – but it's not okay if that stress is overwhelming you. If you have completed this worksheet and don't feel confident in your plan, let's talk it out and see what alternatives exist. I am here to support you!