Goals for the XX Academic Year

1. Make a list of everything academic to accomplish
2. Write out the details for each item- what do they entail? Is there a non-self imposed deadline?
3. Reflection: Does it still seem feasible to do everything on the list? If not, what should be cut or is there an alternative approach that could you accomplish them?
4. Break out the items by quarter thinking about when other obligations are happening?
5. Reflection: Does it still seem feasible to do everything on the list? If not, what should be cut or is there an alternative approach that you could use to accomplish them?
6. Now, take the upcoming quarter items and flush them out- when during the quarter will they be done (break up month by month and then week by week)
7. Reflect on the quarter- does it still seem feasible? If not, what should be cut or is there an alternative approach that you could use to accomplish them? Which things are priorities?
8. When happy with the quarter, add items to google calendar; hard copy calendar; academic pipeline spreadsheet, and WorkFlowy.

Make a list of everything academic to accomplish

Take and pass QE
Apply for 3 Fellowships
Blog >/= 1x/Quarter
Present @ 2-3 Conferences
Learn Basic French

Write out the details for each item- what do they entail? Is there a non-self imposed deadline?

Take and pass QE
- *Need to form 5-person committee*
- *Need to draft reading list*
- *Need to draft field statement*
- *Need to draft proposal*
- *Need to READ*

Apply for 3 Fellowships
- *Fulbright (due Sep 2018) - 3 letters of rec; proposal; personal statement*

Blog >/= 1x/Quarter
- *Come up with what to blog about*
- *Write the blogs when there is time then set up times to post them*
- *Tweet as well*

Present @ 2-3 Conferences
- *Select Conferences and apply*
- *Conf #1 - abstract due XX; conf held in XX location in XX month/year*

Learn Basic French
- Take French 001 - Fall
- Take French 002 - Winter
- Take French 003 - Spring

Quarter - Month - Week Assignments: Break out details in the "Week Assigned" column

Accomplishment	Quarter Assigned	Month Assigned	Week Assigned
Take and pass QE	*Spring 2019*	*May 2019*	*W4 April - Field Statement Submitted* *W1 May - Proposal In* *W2 May - Essays* *W4 May - Exam*
Blog >/= 1x/Quarter	*All Quarters*	*Dec 18; March 19; May 19*	*W3 December* *W2 March* *W4 May*
Present @ 2-3 Conferences	*Apply Fall 2018*	*Nov 18; Dec 18; Dec 18*	*All submitted*
Learn Basic French	*All Quarters*	*All year 2018-2019*	*All*

Monthly Overview: List out your plans from column 4

December
W3 - Blog post

January

February

March
W2 - Blog post

April

W4 - Field Statement Submitted

May
W1 - Proposal In
W2 - Essays
W4 - QE Exam
W4 - Blog post