Winter 2007



The Keiser University eCampus newsletter is created by you for you! It is our mission to make sure you have a place to share success, and stay informed.

We Need YOU!

Keiser University eCampus is looking to YOU to name your

newsletter!

Submit your idea's to:

Mbrecher@keiseruniversity.edu *****

Also, we are ALWAYS seeking contributions for our newsletter!

ALL STUDENTS ARE EN-COURAGED to participate.

Together, we can make this newsletter all you want it to be!!!!!

Please send:

- Student Success Stories
- **Creative Writing**
- Strategies for Success in your classes - Tips & Tools Shared Best Practices
- Volunteer/ Community Activities you participate in
- Pictures of you on the job Submit to:

Mbrecher@keiseruniversity.edu

Subject line: NEWSLETTER CONTRIBUTION

* Please include your name, major, city & state.



On January 13, 2007 Keiser University held its graduation ceremony to honor those students who completed their degrees between July 2006 & December 2006. In a collective ceremony with



Martha LaFemina & Kim Broyles, both BS-MIS graduates and Sigma Beta **Delta** members

the Fort Lauderdale campus, students came in from across the USA to share in this special event.

Graduation Ceremony brings us together in South Florida

Bachelor of **Business Admini**stration graduate Mark Brewer addressed the students in a graduate testimonial speech.



- Success -

"There is no substitute for hard work."

Thomas Edison



Dean Olsen & Mark Brewer who gave the graduate testimonial speech. Mark graduated his BA with Summa Cum Laude and a perfect 4.0. He is also a member of Sigma Beta Delta Honor Society.

Now an alumni & a chance to give back, Mark declared that he would like to offer a scholarship to students in need.



We are so proud of all of our graduates!

GRADUATION DETAILS FOR THE NEXT CLASS!



eCampus Graduation Ceremony Saturday July 14, 2007

The ceremony is open to eCampus students who have completed their degree between:

JANUARY 2007-JUNE 2007

Coral Springs Center for the Arts 2855 Coral Springs Drive Coral Springs, FL 33065

¤9:30am Check-in for graduates

¤11am Ceremony

Caps and gowns

Will be ordered June 2007 based on your indication to attend on your graduation application. If you have not completed a graduate application, please contact the Department of Student Services at 866-534-7371

Tickets & Invitations

Invitations will be sent in May 2007 to confirm your attendance and reserve your tickets. You may reserve up to (4) tickets for friends and family. Graduates do not need a ticket for entry. Reserved tickets will then be mailed 6 weeks before the ceremony date

Class Rings & Photographs

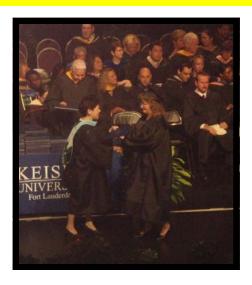
Any graduate may order a class ring by calling Jostens at 1-800-926-4343. There will be a professional photographers & Jostens representative at the ceremony.

Unsure of your projected graduation date? Contact the registrar's office for a review of your schedule!

866-534-7371 ask for Lisa Ramcharran, eCampus registrar













July 2006-December 2006 Graduates

Abbott, Christina L Adams, Ladonna Anderson, Alicia V Anderson, Michael A Anderson-Brown, Marie Ansley, Kimberly K Babikian. Linda M Baker-Holman, Tammie P Banasco, Rolando S Barnes. Teresa G Barnette, Eddie W Bates, Lori B Beckles, Gloria Bendig, Lucinda G Beuckman, William F Black, Shanna L Boles, Shelly J Bonini, Nicole L Bontjes, Wanda J Bowling, Gwendolyn E Boyd, Jennifer L Bragg, Virginia E Brewer, Mark Bustos, Dianna M Carlson, Kristen Carter, Lori A Casselman, Kitty S Chess, Theresa A Cockerham, Tammy Collier, Yulonda S Colon, Julie L Conley, Debbie R Cooper, Chris E Cordner, Maurina F Coston-Robinson, Nakeia N Davis, Angel Luis Q Dawson, Nickicia Decker, Jennifer A Defalco-Downey, Jeanne T DeLugo, Jason Devore, Dawn Duran, Elisa Durham, Patricia E Essick, Isabel Evans, Mariah Feriance, Angela Forbes, Kareem R Fulford, Brenda Garcia, Edward Garrett, Carol Garrido, Mariem Gomez, Jose M

Graves, Stacy C Gray, Rhonda J Groves, Martha L Grubbs, Chequina Gutierrez, Kimberly J Hamilton, Clayton Hardin, Sharron Hartpence, Stacey A Higgins, Sandra S Hobby, Tonya L Horton, Dorothy Houghton, Teresa M Hunchard, Lynne A Jackson, Kristal G Jaworski, Anna A Johnston, Cora J Jordan, Nekeshia R Julin, Amanda Kilgallon, Cindy Kissinger, Jaime M Kitchen, Carrie A Kitchin, Crystal R Kregel, Kimberly S La Salle, Sheena Lackovic, Tammy R Lamb, Jennifer L Larose, Lisa M Larsen, Toni S Lawrence, Nekisha Lockett, Tasha M Louis, Esther Lundberg, Rose Lykes, Stacy Maleszka, Michelle L Martin, James Mayfield, Annette M McCormack, Maria L Mccray, Alicia A McDonald, Zerephia L Mcelwee, Mathew McFall-Peterson, Cynthia A Middleton, Stephanee Millan, Sandra L Miller, Lisa Miller, Megan N Minchella, Jennifer L Minton, Kristine L Moon, Miriam L Moore, Dana L Moore, Debra J Morin, Teresa F Morrison, Marion A Moua, Maipanhia Mullen, Brandi L Nelson, Tonya L Olivo, Nancy Owen, Crystal J

Palmer, Gloria Paredes, Diana E Parrish, Hannah E Pennington-Decker, Doris A Petitti, Jacqueline S Pinkerton, Christina S Poynor, Brian Presley, Michael L Raby, Bernadette A Ramcharran, Alicia Reeder, Jason D Reynolds, Janice L Rice. Meilani Rollins, Alex B Rowley, Zsuzsanna A Ruiz, Kendra Russo, Kimberley F Schimka, Natalie M Scott, Jamie A Setovich jr, Javier V Shepherd, Amanda L Sherrill, Amanda Shipley, Keith D Shumate, Christina Sims, Chrystal S Sipes, Susan E Siroin, Tammy M Slaughter, Amber Smith, Nadine M Smith. Stephanie M Spratling, Amber H Sprenkle, Robin Strickland, Deenna Strickland, Shelly D Thomas, Brandy T Thomas, Dexter Thompson, Erica K Thompson, Sharon M Tonkinson, Lori Trader, Lenita A Upchurch, Tamra L VenRooy, DaNel A Vonch, Sherri L Walker, Ashleigh M Walker, Doreen G Weaver, Sarah White, Rolanda Whittle, Deborah K Williamson, Tamara N Wilson, Margarita D Wing, Tiffany R Woolever, Melissa D Wooten, Carla J Wright, Sara E Zahransky, Faith



Access a wealth of information at the Keiser University virtual library!

http://www.kcsnetlibrary.org

The library offers LIRN, West Law and a variety of different research databases. This also includes the Evelyn C. Keiser Study Skills Center where students can take FREE workshops!

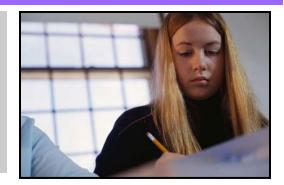
You can also access an orientation to become familiar with all the resources using the orientation links for:

- Library Catalog
- Net Library
- *ALSO* Microsoft Online Training Tutorials in ACCESS, EXCEL, & MORE!

Student Resources..... Tips and tools to succeed!

Your success is within reach! For some great tips and resources to make the most out of your online experience click here:

http://www.keisercollege.edu/ecampus/student_success.htm



Get Your Student ID

All Active Students are eligible to receive a Keiser University Student ID! These may be used in a variety of ways. From proof of enrollment to discounts at the movies! If you would like to request a student ID, please email a passport size photo along with your student # to: Mbrecher@keiseruniversity.edu



2007 KU Catalog

www.keisercollege.edu/catalog



Access your records

https://campweb1.keisercollege.edu/



SIGMA BETA DELTA International Honor Society for 4yr Business Students

We are proud to recognize those eCampus students to be the <u>1st inductees</u> of this international honor society for Business, Management & Administration!

Mark Brewer Christopher Ebert Karma Henson Melissa Negron

Kim Broyles Lincoln Flahiff Ronald Jackson Ann Provencher



James Davenport Mario Gonzalez Martha Lafemina Christopher Redding



Successful Job Search Networking

Social and business networking sites, like <u>LinkedIn</u>, can help with your job search. They are an excellent way to connect with people who can help boost your career, provide you with unadvertised job listings, and help you get in touch with contacts who can give you inside information at companies where you might want to work. www.linkedin.com

Here are few examples of how career networking can help:

- Susan noticed a help-wanted ad for a job at a local veterinary clinic. She called a friend who happened to use that vet. Her friend called the vet and recommended Susan. Susan got an interview and got the job. The vet was glad to hire someone who came highly recommended by a good client.
- John was interested in pursuing a career in medicine. He mentioned his interest to a family friend who happened to be a doctor. The doctor arranged for John to spend a day shadowing him at the hospital and provided an excellent recommendation for medical school.
- Angela was interested in changing careers and moving from public relations to publishing. Even though she graduated more than a few years ago, she tapped her college career network and came up with a contact at a top New York publishing firm. In addition to being sent new job postings, her resume was hand-delivered to Human Resources when she found a position she wanted to apply for.
- In casual conversation at the orthodontist's office, Jeannie, the assistant, just happened to mention to a patient's mom that she was interested in horses and in a part-time job working with them. The mom had horses and a bunch of contacts. Jeannie had a part-time job working on a local horse farm by the end of the week!.

A LETTER FROM... The latin division dean



Keiser University, doesn't that sound like music to your ears? We are thrilled with the name change and I know that all of you are too. We continue to strive for excellence in academic quality and excellent customer service throughout our institution of learning so that you can be proud of being a Keiser University stu-

dent. The Latin Division is working on expanding its business concentrations. I am waiting for final approval to start offering the International Business and Marketing concentrations. **This will provide us with more global competitiveness**. If you know of anyone who might be interested in pursuing a degree in their native language, in our case, Spanish, please pass the information to them. I wish you all a wonderful year filled with success in every endeavor you undertake. I know that most of you are geographically separated, but the common denominator that you all share is the culmination of your studies. Every month,



you get closer and closer to GRADUATION!!!!!! Keep up the good work.

I am pleased to announce the students who achieved outstanding grades and therefore earned the privilege of belonging to a special group of students who accomplish the highest scholastic achievement:

LATIN DIVISION HONOR ROLL & DEAN'S LIST

Honor Roll List: 3.5 - 3.74 GPA

- Claudia Córdoba
- Millie Ham

Dean's List: 3.75 – 4.0 GPA

- Andrés Negro
- Fernando Sánchez
- Nelson Sánchez



Order your text book here:

https://www.college-booksonline.com/ kcebooks.htm

View text book prices here:

https://www.college-booksonline.com/





Join Tech Chat!

Live online technical support is available to all new and active students during the weekly chat session given by Valerie Mulligan. Please join us each **Thursday evening at 7pm in the "Online Support - Valerie's Virtual View" classroom listed under "special courses" on the eCollege course listing page.** Enter the Technical Chat

Room to join this optional chat room discussion. We strongly encourage new or beginning online students to participate. You will learn best practices and tips for navigating through your virtual classroom! The eCampus **HELP DESK** is available 24/7 to assist you with Technical issues regarding system set up requirements. Contact the Help Desk at 1-877-345-9800 or email <u>helpdesk@keisercollege.org</u>.



Career Network Services!

Post Resume - Search Job - Network with employers!

Register with the Career Center at:

www.collegecentral.com/keiser

Current Students – register in the STUDENT section

To Register – use a password and ID that you create!

*Please start the ID with EC (For ECampus, example: EC12345)

- 1. Write down your log in/ID for easy access!
- 2. Enter your info and upload your RESUME
- 3. Resumes must be in the following format: .doc, .pdf, .rtf

AFTER student services APPROVES your resume, you can:

- View your resume
- Search for jobs
- Forward your resume to employers
- See how you are progressing in your search

You can update your resume at any time by uploading and edited version on top of the existing one on file.

Questions? Contact The Department of Student Services at 866-534-7371



Keiser University is dedicated to your success by offering a variety of Career Placement Assistance Services.

Support is within reach!

We offer:

- One on One Career Counseling
- Resume Assistance
- "Professionalism" eWorkshops

 College Career Network Job Bank Access

National Job Fairs Information

These services can help you in a variety of ways:

- Create your resume
- Network with employers Nationwide
- Search & apply for jobs posted to Keiser University Career Job Bank
- Build professional skills
- Increase your marketability within your chosen field.

Contact Student Services for more info! 866-534-7371

Giving back to your community? Calling all students!

Are you giving back to your community by volunteering or participating in charitable events? We want to hear from you! Please share your stories and experiences about how volunteering in your community has changed your life. We know by telling your story, you can inspire others to reach out in their own community.

Email your story to Michelle Brecher at: <u>Mbrecher@KeiserUniversity.edu</u>

WE WANT TO KNOW:

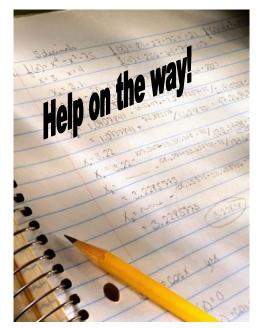
Who you are, where you live, who you volunteer for, how you change lives, & how changing lives has impacted you!





Have a Problem you can't solve? Get EXTRA help in the MATH CENTER! Open 24/7

Get help in math anytime! The Keiser College online Math Help Center is located within the eCollege platform and is currently open to all active students online. This is a supplemental course that provides extra materials to students currently enrolled the math program online. Students will interact with peers and use the enhanced websites and information to aid them in their math courses. This supplemental course is not graded on attendance. This is only to enhance you online experience!



Obtain the extra help in:

- Basic Math
- Intermediate Algebra
- College Algebra
- Statistics

Got a question?



From the desk of ... Arthur Ortiz, eCampus Provost

As we begin the New Year, I would like to encourage our students to consider the qualities that often accompany our students' success. I am reminded of several valuable attributes worth reinforcing as you formulate your New Year's resolutions. These include: a) persistence; b) optimism; and c) confidence. They are defined as follows:

- **Persistence:** In literature, the act of refusing to give up under trying circumstances. Synonyms: tenacity, determination.
- **Optimism:** The tendency to believe, expect, or hope that things will turn out well.
- •
- **Confidence:** A belief in own abilities; self assurance or a belief in one's ability to succeed.

We all recognize how easy it is to get discouraged when life deals adversities. The reality of rigorous academic requirements only adds to the challenge. It is especially demanding for online students who are not surrounded by classmates and may at times feel isolated from the camaraderie of their peers in the virtual setting.

Please know that at Keiser University, support is always available from our faculty and staff. There is a contact list at the end of this newsletter containing the names and contact information of key personnel who are available to assist you. We will always have your best interest foremost in our minds.

I wish all of you and your families a very happy new year and much success with your continued career endeavors.



Attention: CRIMINAL JUSTICE MAJORS!



INTRODUCING.....

THE CRIMINAL JUSTICE CHRONICLE



- Submit Articles and/or Editorials
- Enjoy the Virtual Café where readers & authors can network and discuss hot topics!
- Increase your marketability & development in the field

The *Criminal Justice Chronicle* is an online journal that compiles articles and editorials from students, faculty, and professionals. All topics related to the Criminal Justice field are covered from juveniles, adults, arrests, the court system, crime rates/statistics, etc. <u>This is a great opportunity</u> for students and faculty to learn more about the system from the writers. The Chronicle will be released quarterly. Please contact the Editors/Faculty Advisor for more information on article and editorial submissions. *

Access: The eCollege platform under "SPECIAL COURSES"

Faculty Advisor/Editor: Gregg Buchholz gbuchholz@KeiserCollege.edu

THE CRIMINAL JUSTICE HELP CENTER

- Open 24/7
- Check out the various topics in CJ CITY
- Grammar Geek has tips for APA and MLA Formatting.
- Check out Job Resources in the JOB JUNGLE!



This help center was designed for you, the student. Its purpose is to open your eyes to new opportunities within the Criminal Justice field. We have information on various course topics in our *CJ City* section. Our moderators are constantly updating the site with new information relevant to current issues within the system. There is also a link to the *Criminal Justice Chronicle*. Also, don't forget to visit the *Job Jungle*. We have compiled an extensive collection of job material and profession information for your benefit. *

Access: The eCollege platform under "SPECIAL COURSES"

Questions? Contact the CJ help center advisor

Gregg Buchholz

gbuchholz@keisercollege.edu

(866) 534-7371 Ext: 198

A message from the Bahamas: "Why online learning is for me"

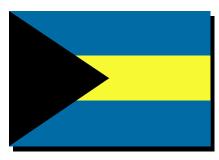


Monique Shepherd is a Business Administration student living in the Bahamas.

It was back in July 1st, 2006 when I decided online learning would be the right choice for me. I have such a busy schedule that I couldn't be on a college campus so that is why I chose to do my classes online. Online learning has been very rewarding thus far. You have to work just as hard for a good grade as you do in the classroom. I currently pursuing my As-

sociates Degree in Business Administration. The teachers I had so far have really been pushing me to do well. I have a full time job where I work from 9am to 5pm so I can get busy at times. Doing my classes online I can log in at lunch time to complete home work. In the start online classes was a bit difficult but I adjusted to it. So far online

learning has been a wonderat home working and in col-Keiser University has the world. I am so proud to say I



ful experience for me. I can be lege that is just awesome. most excellent teachers in the am an Online Student.

I.T. Salaries Are On The Way Up

IT professionals are to receive on average in 2007 a 2.8 percent salary increase over this year, an employment firm said Tuesday. Software developers are expected to see the highest salary gains of any job classification, with base compensation projected to rise 5.1 percent to the range of \$60,250 to \$94,750 annually, Robert Half Technology said in its annual salary survey. Business expansion and increasing investments in technology were the drivers behind the overall salary increases, Katherine Spencer Lee, executive director of Robert Half Technology, said. "To attract top candidates, many companies are raising compensation levels for new hires to ensure their salaries remain competitive with their local markets." A shortage of experienced software developers was behind the salary jump expected in that segment, Lee

said. Other job categories were also expected to see higher than average boosts in base compensation. Web developers and data warehouse managers were expected to see an increase of 4.2 percent on average next year to an annual range of \$54,750 to \$81,500, and \$85,500 to \$113,500, respectively. Project managers were expected to see a 4.1 percent jump to a range of \$72,750 to \$106,250 per year; quality assurance analysts, also 4.1 percent, to \$52,250 to \$74,500 annually; applications architects, 4 percent, \$80,000 to \$112,750; **network security administrators, 3.7 percent, \$69,750 to \$98,500;** and IT auditors, 3.1 percent, \$69,250 to \$97,000. Industries predicted to have particularly strong demand for IT professionals next year include financial and business services, insurance, technology, healthcare and manufacturing.

Want to find out more about the Computer field?

JOIN THE CNSM LIVE CHAT every month! Chat with program director, Kevin Neighbor. Discuss best practices, ask questions, & meet your classmates!



WEDNESDAY NIGHTS, Week 2-8:30pm Student Union

Former student turned faculty.....

What a way to give back!



Theresa Goodrich started classes at Keiser University back in 2003 and has come full circle to return back to teach!

I 'discovered' Keiser on-line after searching through many schools. Keiser is the only school that I felt met my needs and offered a comprehensive medical assistant program. My initial contact with Keiser was with Michelle Brecher, who had a major impact on my life. Michelle is the person who encouraged, supported and pushed me to pursue my goal. She made me realize that I was capable of returning to school and becoming not just an average student, but the best student I ever could have been. Once enrolled, the rest just fell into place. The most influential person during my academic venture with Keiser College was none other than Ellen Chiofalo. Ellen not only taught me about radiography, but enlightened me to the world of medicine as a whole. She opened my mind to a whole new level and encouraged me to have high expectations, to go forward and not let obstacles hinder my progress, but to use those obstacles as building blocks. Because of the solid background that Keiser provided for me, I was offered a position as a Medical Assistant before I even graduated. My externship site stated that I was the most prepared extern they had ever had and they would be honored if I accepted a position with them. Regretfully, I was not able to accept due to geographic location. Upon graduation, I had numerous offers, one of which I did accept. Within months, I took the National Exam and passed with flying colors. After working in the field for a year, I was offered a teaching position with Penn State College of Technology teaching, of course, the medical assistant clinical courses. I held this position until my move to sunny Arizona this past year where I accepted a full-time position teaching face to face at a technical college that offers a medical assistant program. I have now come full circle. Since my graduation from Keiser, several years ago, I have been constantly in touch with HR, asking when I could teach at my alma mater. I guess you could say that I was going through what I would call, 'Keiser withdrawal'. Since I wasn't a student, I needed to be connected again with Keiser, and what better way to give back than to become part of the Keiser faculty family! For the time being, I am teaching Medical Office Management and Medical Terminology and loving it!

Recipe Roundup

By Theresa Desantis

Molten Chocolate Black Raspberry Liquor

6 (1-ounce) squares bittersweet chocolate 2 (1-ounce) squares semisweet chocolate 10 tablespoons (1 1/4 stick) butter 1/2 cup all-purpose flour 1 1/2 cups confectioners' sugar 3 large eggs 3 egg yolks 1 teaspoon vanilla extract

2 tablespoons Chambord liqueur

Preheat oven to 425 degrees F.

Grease 6 (6-ounce) custard cups. Melt the chocolates and butter in the microwave, or in a double boiler. Add the flour and sugar to chocolate mixture. Stir in the eggs and yolks until smooth. Stir in the vanilla and orange liqueur. Divide the batter evenly among the custard cups. Place in the oven and bake for 14 minutes. The edges should be firm but the center will be runny. Run a knife around the edges to loosen and invert onto dessert plates. Optional: Add Cool Whip and fresh raspberries on top!!



Admissions Corner Alumni Scholarship Available!

Perhaps you have been considering what's next for you after graduation. Did you know that you can continue on with Keiser University eCampus to earn a bachelor degree in:

- Criminal Justice
- Nursing (BSN)
- Management Information Systems (MIS)
- Information Technology Management (ISM)
- Health Services Administration
- Business Administration with concentrations in

 Marketing
 International Business
 Human Resources Management
 Management
- Accounting



Keiser University graduates are eligible for an alumni scholarship of \$1500 annually when they return to complete another degree with eCampus. <u>http://www.keisercollege.edu/eCampusbabs_inquiry.htm</u>

ATTENTION ALLIED HEALTH STUDENTS!

YOU ARE INVITED!



LIVE CHAT with Program Coordinator, Heather Branch

Monday Nights—WEEK 2

7PM - 8PM EDST

Chat in the Student Union

Answer and discuss all questions and concerns pertaining to Medical Assisting program.

Please email for details:

Heatherly Branch, RNC Program Coordinator Medical Assisting

hbranch@keisercollege.edu

> JOIN US FOR 2 MONTHLY CHATS WITH YOUR FIELD EXPERTS ! __

LIVE CHAT with Preceptor Coordinator, Joy Crawford

Wednesday Nights—WEEK 2

7PM - 8PM EDST

Chat in the Student Union

This chat will allow students to get details on clinical sites and more!

Please email for details:

Joy Crawford, MA preceptor coordinator

jcrawford@keisercollege.edu

HAVE A QUICK QUESTION?? Post your MA questions in the MA core classroom "new" Q&A section. Your faculty member will respond within 24 hours!



Looking for a job in the Medical Field? If so, then you should visit <u>AfterCollege.com/healthcare</u>

AfterCollege Healthcare is dedicated to helping you secure your dream healthcare job. As a service crafted in partnership with faculty, AfterCollege Healthcare provides students with the best resources for researching regional and nationwide entry-level job opportunities, internships, career development skills, compensation and benefit packages and much more. Unlike other services, AfterCollege Healthcare strictly protects the confidentiality of all

student information - protecting you from unsolicited emails and phone calls.

Success for Nicole Taber of Michigan



I am so happy that I enrolled when I did, and became one of the first graduates of the online B.A. Criminal Justice program! It was so awesome to do everything completely online, and while at times it was difficult, I wouldn't have had it any other way. Technology consistently stays astride of us all, and it is up to us to utilize it to its fullest potential. This is not necessarily a success story, but more of a thank you to Keiser University and its entire staff. From the moment I requested information from Keiser University (at the

time, Keiser College) I had received nothing less than world class treatment. My advisor, Lisa Boone, was and still is incredible! I could call her with anything and she would always be more than willingly to help me, or always found an answer or solution to my problems. My professors were incredible, and especially once you get past all the prereqs, it gets even better into your major. <u>I have made some very cool friends with fellow classmates from all over</u> <u>the country</u>. I loved how intimate the classes were, and how much more I could get out of a class.

Many people are under the impression that online courses are "blow off" or "easy", but that is so far from the truth. The amount of time, devotion, and self motivation needed to circumference online classes is hard to find in students. This isn't the easy way out; this was the best option for those of us who had to work during school, for those of us who didn't want to work 8-4, go to class from 5-9, and then try to fit in life and homework on top of that. I have done extensive research into online learning, and found Keiser to be among the top. I earned my Associate's Degree in Criminal Justice, and then went on to pursue my Bachelor's Degree in Criminal Justice.

Once again, thanks to all and everyone of Keiser University who helped me to pursue and attain my dreams and goals. Also for having such a user-friendly classroom interface! I am extremely proud to say that I am a graduate of Keiser University!

We are proud to report that Nicole graduated her BA-CJ with a perfect 4.0. This gave her the graduate distinction of Summa Cum Laude. Congrats Nicole!



Keiser University eCampus students come from every corner of the globe! Taking classes online allows students to learn, connect & share among one another.

WOULD YOU LIKE TO BE FEATURED IN A STUDENT PROFILE? DO YOU HAVE A STORY TO SHARE?

Contact the Department of Student Services at 866-534-7371

Strategies of Success Series...

OVERCOMING TEST ANXIETY



"A hundred cartloads of anxiety will not pay an ounce of debt" Italian proverb

Overcoming Test Anxiety

Test anxiety is an uneasiness or apprehension experienced before, during, or after an examination because of concern, worry, or fear. Almost everyone experiences some anxiety. But some students find that anxiety interferes with their learning and test taking to such an extent that their grades are seriously affected.

What can be done about it?

Fortunately, there is a great deal that you can do to keep the anxiety from interfering with your performance. First, it's important to know that you don't have to eliminate it entirely. It ust want to reduce the anxiety to a manageable level

helps to be "up" for exams. You just want to reduce the anxiety to a manageable level.

Getting prepared for the exam is more than half the battle. Attend all of your classes, find out what you're expected to know and when the exams are scheduled. Keep up with your work so that you can avoid "cramming" for exams. Become more efficient in your study habits. Have a study schedule that makes use of "wasted time". Study in a location where you can concentrate, get interested in the material, and give it your complete attention. Use a method such as SQ3R (Survey, Question, Read, Recite, Review) for reading your textbooks. Make flashcards and review them often. Learn how to take good notes. Go over them right after class and review periodically. Make outlines and summary sheets. Ask yourself, "What is the important information?" Being in a study group with motivated classmates is often helpful. Most colleges have Reading and Writing Centers to help you improve your study and test taking skills. Free tutoring is also usually available. In general, organized, self-confident students with efficient study habits may actually spend less time studying than others who receive lower grades.

<u>So How Do You Get To Be Self Confident?</u>

Self talk. Research shows that the self-talk of test-anxious students almost always tends to be negative and self-defeating. "Everyone in this class is smarter and faster than I am." "I always mess up on tests." "If I don't do well on this exam, then I'll flunk the course." "These are trick questions." "This is a weed-out course."

Become aware of what you say to yourself. Try writing your negative thoughts and then disputing each one with a positive statement. Start to encourage yourself as you would a friend. Repeating your positive statements to yourself will help reprogram your mind for success instead of for failure.

Other Techniques

- Visualize yourself doing well and reaching your goals.
- Aim for an A level of understanding. Don't overprotect yourself by saying you'll be lucky to get a C, so why study more?
- Try not to compare yourself with others.
- Become an expert in learning what is going well and what you can do to improve. Collect data by keeping a journal.
- Reward yourself <u>after</u> studying instead of getting involved in avoidance behaviors.

• Practice relaxing (progressive relaxation, self-hypnosis, guided imagery, etc.) so that relaxation becomes an automatically learned response.

• Aim for a state of relaxed concentration. When you concentrate, you have all of your energy focused on your work with none wasted on worry.

Take care of yourself by eating well and getting enough sleep.

Plan time to exercise regularly and do it.



Test Taking Strategies

Before:

Take a practice test the day before with conditions as much like the test as possible.

• Review your summary sheets for an overall view of the material. Recite in your own words

Get enough sleep. Avoid caffeine which increases anxiety.

Remember to encourage yourself and STOP critical statements.

Give yourself time to feel composed and to be on time for the exam. Avoid anxious classmates who are talking about the exam.

During:

- Look over the entire test, READ THE DIRECTIONS, plan your approach, and schedule your time.
- Start with the easiest question first.
- Focus your attention on the test. Don't waste time and energy worrying, thinking about the consequences of not doing well, or wondering what others are doing.
- If you don't know an answer, mark the question.
- Suggest to yourself that you probably studied it and the answer will come to you when you get back to it.

If you start to feel anxious, practice your relaxation techniques. Use anxiety as a <u>cue</u> to relax. Close your eyes, take three deep breaths and then back to the task.

<u>Essay Exams.</u> Organize your thoughts in a brief outline. Look for key words such as compare, contrast, describe, identify. Start with a short summary or topical sentence and then make your points. Don't ramble. Remember what the professor emphasized.

<u>Objective Exams.</u> Think of your own answer before looking at the choices provided. Eliminate clearly wrong answers and make an educated guess (unless there is a severe penalty for wrong answers). After you have answered those you know, return to those you checked. Think about only one question at a time. After you have answered those you know, return to those you checked.

• If your time is running out, concentrate on those questions you know well and/or have the most weight.

Use all the time allowed for reviewing your answers, completing ideas. Only change answers if you are sure of yourself.

After:

Reward yourself for having tried. Don't go over the test questions with others. No matter how the test went, you can learn from the returned exam.





Practice Effective "Classroom" Skills

by Judy King



People learn new information in a variety of ways: listening, watching and touching. The choice you make to learn new information is based on your learning experiences (your preference) and the task (the activity or information). You are able to adapt and apply a particular learning style to the circumstances based on your experience.

Adapting to different teaching styles: In her book, *The Confident Student*, Carol Kaner says, "Because instructors teaching styles and methods differ, you must be flexible enough to adapt to whatever instructional mode is being used." It is important to recognize (and accept) that just as you apply different learning styles in different situations, instructors use different teaching styles to convey information. Your job as a learner is to adapt to the instructor's teaching style so that you can get the most out of your class and be the most successful student you can be.

When you are able to identify the instructor's teaching style, you can adapt your own learning style to fit it. Keep in mind that learning information is not the teacher's responsibility, but yours. How well and how much you learn is dependent on how successfully you adapt your learning style to your instructors' teaching styles. Education is a process of adapting to the material, the teacher, and the circumstances. The more adaptable you are and the more willing you are to help yourself to learn, the more successful a learner you will be.

Most of your exams and class activities are based on information presented in the classroom – lectures, discussions, student presentations and projects. Your ability to perform well in class is closely linked to the skills that you bring to the classroom. Classroom effectiveness can be directly related to certain strategies that will help you enhance the classroom experience to make the most out of your education and help you learn successful behaviors you can carry to the workplace.

<u>Strategy 1:</u> Prepare for class – students who prepare for class usually achieve better grades. Preparing for class means ordering and receiving textbooks before the new course begins; starting on time and completing the assigned coursework requires careful planning. Here are some helpful techniques you can use to become a better student by meeting your responsibilities.

- Carefully read the syllabus before every new class. Knowing what is expected of you from every class, helps to reduce anxiety. The class syllabus will contain the course outline and specify the due dates of assignments and papers, as well as the dates for discussions and tests.
- Read all assigned chapters in the textbook. You can breakdown the amount of reading materials into small chunks so that you are not overwhelmed by the hundreds of pages you must read. After reading the assigned chapters, log into the classroom and view the lectures on the same chapters. These are PowerPoint slides that gives you a visual and concise review of the chapters assigned for you for that week.
- Complete and submit all homework on time. Homework reinforces ideas and concepts from class and helps the teacher determine your understanding of the material. In addition, you are in school to learn new information so you need to practice with homework.
- Keep all returned homework. When homework is returned to you, revise any incorrect answers as a way to learn. As well, keep graded tests, papers and quizzes will help you to develop a backlog of information you can use to prepare for a final test. Also, when homework is graded, review any incorrect answers as a way to learn.
- Go to class and be punctual. Attending class regularly allows you to follow material present. Punctuality is a sign of professionalism. Certainly instructors value class attendance and participation and punctuality; more important, employers require these habits.

<u>Strategy 2:</u> Take effective class notes. Good notes do not necessarily mean good grades, but if you learn how to take useful class notes, you will help yourself to study more effectively.

<u>Strategy 3:</u> Improve your communication skills. Typically students are preoccupied with trying to figure out how to balance and manage all their responsibilities – school, work and family. One way to benefit from the classroom experience is to learn to 'listen' actively, not passively, to the instructors by improving your reading and listening skills.

- You have the capability to choose to read and listen or not to listen to the instructor. By choosing to read all the instructions you strengthen your commitment to learn and improve your ability to succeed.
- Withhold judgment. Learning is about the message presented, not the messenger who presents it. In other words, release criticism of the instructor; move beyond judging the instructor to focusing your attention on the information.
- Control your emotional responses. We are human, we respond to what we read and 'hear' in the classroom, on the job, at home and everywhere else. However, effective 'listening' requires us to be circumspect in our responses try to respond logically rather than emotionally.
- Avoid distractions. Being an online student, it is easier to become distracted than being in a traditional classroom. Avoid sitting close to any distractions or sources of noise. Internal noise, that is, your own thoughts, can also detract from effective 'listening'. While you are in class, focus your attention on the work at hand; read all instructions carefully before you start any assignment.
- Open up to the learning. To be an effective listener and reader and an active participant in your own education, open up yourself up to learning new information. Even if you think algebra or English is boring, find something in the information that will be useful and applicable in your career. Understanding the relationship of the course, material and your field will help you to recognize its value in your education.

<u>Strategy 4:</u> Seek help if you need it. If you missed several days of attending class, communicate with your instructor for assistance on how to 'catch up' with the work. If you are struggling with concepts presented in class (such as algebra), communicate this to your instructor to see what additional help are available to you. For example: there is a Math Help link, an actual classroom that you can go to receive further and in-depth assistance from several highly qualified Math instructors.

<u>Strategy 5:</u> Keep your goal in mind. It is easy to lose sight of why you are spending time and energy on college. You might not be able to read assigned chapters, you have a sick child and cannot attend class for several days, your computer crashed and unable to log into class, plus a host of many other factors that are preventing you to attend class. Consider these conditions as minor interruptions in your overall educational process. Stay focused on the instructor and classes by consistently remembering why you came to college.

In the classroom, you will learn what you need to prepare you for your career. Being a responsible university student means doing the work to achieve your goal. To maximize the classroom experience, prepare for class, take responsibility for your own education, and learn classroom strategies that will help you accomplish what you want to. The behavior that you learn and practice in school is the behavior you practice on the job.

Best (and worst) Practices.....

WHAT TO DO

WHAT NOT TO DO

Adapt to the teacher's style of teaching	Be inflexible to different teaching styles
Always prepare for class	Come to class unprepared; read the textbook right before class starts
Do all assigned homework	Skip over assignments or hand in incomplete homework
Turn in assignments on time	Turn in assignments late or not at all
Focus on and attend to the instructor	Allow distractions to interrupt your learning
Make a commitment to learning	Simply show up for class
Listen intently for the message and meaning in a lecture	Judge the teach, ignoring the message
Choose a note-taking method that works for you and is appropriate for the instructor's teaching style	Don't bother to take notes
Take responsibility for your education	Don't worry if you miss class; you probably didn't miss anything
Understand the relevance of the material in your classes to your career	Believe that the information is useless to your career.

Student Q&A



Question: I only have a few classes left. What can I do to start preparing for graduation?

Answer: First, congratulate yourself on your achievement! Contact Student Services for resume assistance and ask about our *"Professionalism"* eWorkshops. Also, if you haven't registered with the College Career Network Services, it is a benefit to do so! <u>All Graduating Students will also need to complete the required graduation exit clearance paperwork to complete their student file.</u>

Question: Is there a graduation ceremony?

Answer: Yes! Keiser University holds a graduation ceremony twice per year! It is a true celebration to share with friends and family. July through December graduates walk in January. Those graduating January through June, walk in July. Attending the ceremony is optional.

Question: How do I get my degree?

Answer: Keiser College will order your degree after you have completed your exit interview and your final grades are posted. Students must be cleared by all departments to receive their custom printed degree by mail.

Email us you questions at Mbrecher@KeiserUniversity.edu

b tips toward career success at a job fair

- 1. Research the companies in which you have an interest.
- 2. Dress professionally—as if this were your personal interview time.
- 3. Create a 30-second "this is why you should hire me" commercial about yourself.
- 4. Bring plenty of resumes to hand out.
- 5. Follow up with the employer within 48 hours after the event with a thank you letter.



Need Assistance preparing for a job fair? Call Michelle Brecher @ 866-534-7371. I have lots of tips and tools to ensure your next event is a success!



WANT TO FIND OUT ABOUT JOB FAIRS IN YOUR AREA?



Check out:

- www.employmentguide.com
- www.careerbuilder.com
- www.nationalcareerfairs.com





Student Government Presidents Circle



I read something recently that I wanted to share with everyone. The subject is the Power of Initiative written by Napoleon Hill in his book, The Principles of Personal Power.

Part of applying this leadership principle to your life is sharing the lesson with others. Since I personally could use more Initiative in my life, I am willing to spend the time to carry the message.

In the book, he explains that leadership and initiative are intertwined. Where leadership is essential to attain success, Initiative is the foundation upon which strong leadership is built.

Initiative is something that comes from within yourself and impels you to do what needs to be done without someone telling you to do it. Have you ever heard the quote: Successful people are willing to do what unsuccessful people are not willing to

do. And there it is. The Power of Initiative.

In the book, he puts initiative into three categories. First, there is the rare individual that always seems to know the right thing to do and does it. They seem to have success on lockdown and everything seems to go there way. There is big money and high honors in this class.

Second, is the class of individuals that does the right thing after being told to do it once. In the book, Hill calls this "Carry the Message to Garcia". They may get high honors, but their pay is not in proportion to their efforts.

Next, is the individual that only does something when they are practically forced to do it by their circumstances or another individual. They tend to do things in a careless manner, halfhearted at best. They are of little use and get very little pay. They tend to be the ones polishing someone else's car with a hard luck story.

In which class would you want to belong and what is one area that you could be practicing the art of taking more Initiative?

If you want to grow the leader within yourself, I encourage you to pass this principle on to everyone in your life that you would want to affect in a positive way. Then watch the results. Remember: As a great philosopher once said, Initiative is the passkey that opens the doors to opportunity.

Committed to your success,

Jason Shockey

SGA President



Pictures taken at the SGA food drive for the All Saints Mission and Soup Kitchen. Hundreds of canned goods were donated!





Where Did the Time Go?

It has been a good year...full of challenges & triumphs, laughter & tears, homework & projects, quizzes & exams, fun activities and great new friends. We encourage you to remain focused on a steady path to achieve your goals. Participation in the full college experience can strengthen your career opportunities. 2007 is here and KU is ready to help you succeed every step of the way! Spread love, joy, peace and harmony this year and always. The best is yet to come. May you enjoy the blessings of a New Year.



What is your New Year's Resolution?

Many new years resolutions are broken after 6 weeks.

What is your commitment to self improvement? We want to hear your resolutions and how you over come obstacles to achieve them! Tell us your story by writing to

Mbrecher@keiseruniversity.edu





Support is around every corner!

Keiser University eCampus offers support at a distance for those seeking assistance from experienced academic and administrative professionals.

eCampus Address

1900 West Commercial Blvd Fort Lauderdale, Florida 33309 Toll Free: 866-534-7371

IMPORTANT FAX NUMBERS

Financial Aid Office

866-845-2787

- Admissions Office
- 954-229-1694 or 1695
- Academic Office/Registrar/Student
 Services

954-229-1697

Not sure who to contact?

- Financial Aid Department : Loans, Scholarships, Financial Advice
- Bursars Office : Student Accounts, Making Payments, Ledger Card Review
- Registrar: Class Schedule, Records & Transcripts
- Student Services: Career Services, Activities, & more!

All of these departments can be reached toll free at 866-534-7371

