



STUDENT SPONSOR PARTNERS  
College & Career Program  
Roadmap for Freshmen



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## College & Career Program - Roadmap for Freshmen

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## College & Career Program - Roadmap for Freshmen

### Section 1: What is the Roadmap?

The Roadmap helps you navigate your four years of high school.

- ✓ It serves as a guide to help you become a successful student.
- ✓ It outlines how to write a S.M.A.R.T. goal.
- ✓ It provides tools to help you find solutions to challenges.

You will face challenges and be confronted with opportunities for growth at each grade level. It is critically important that you believe you can succeed in high school!

### Let's Get Started!

List the qualities of a successful student:

1.

---

2.

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3.

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### Section 2: A Successful SSP Freshman is ...

#### Open-Minded

SSP students are open to new experiences. They are active participants in the classroom, afterschool activities and volunteer events.

#### Confident

SSP students have faith in themselves and their abilities. Our students speak up for themselves and work hard to reach their full potential.

#### Organized

SSP students arrive to school prepared and on time. They give themselves enough time to learn and study in order to excel in the classroom.

#### Proactive

SSP students do not wait around for help - they ask for it. Our students are motivated to find solutions to their challenges by raising their hand in the classroom and going for extra help when needed.

*Partnering with students to reach their highest potential*



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### Section 3: Self-Assessment

The first step to becoming a successful student is to assess your areas of strengths and needs for improvement. Take this assessment to find out your starting point.

#### Academic Planning

- |  |                              |                             |                                    |
|--|------------------------------|-----------------------------|------------------------------------|
| 1. I meet with my teacher(s) before or after class to discuss assignments. | <input type="checkbox"/> Yes | <input type="checkbox"/> No | <input type="checkbox"/> Sometimes |
| 2. I have a study buddy or I am part of a study group.                     | <input type="checkbox"/> Yes | <input type="checkbox"/> No | <input type="checkbox"/> Sometimes |
| 3. My cumulative GPA is at or above 85.                                    | <input type="checkbox"/> Yes | <input type="checkbox"/> No | <input type="checkbox"/> Sometimes |
| 4. I know what learning style works best for me.                           | <input type="checkbox"/> Yes | <input type="checkbox"/> No | <input type="checkbox"/> Sometimes |
| 5. I know my school's graduation requirements by grade level.              | <input type="checkbox"/> Yes | <input type="checkbox"/> No | <input type="checkbox"/> Sometimes |

#### Organization & Time Management

- |  |                              |                             |                                    |
|--|------------------------------|-----------------------------|------------------------------------|
| 6. I am prepared for class with pens/pencils, books and notebooks.         | <input type="checkbox"/> Yes | <input type="checkbox"/> No | <input type="checkbox"/> Sometimes |
| 7. I complete my homework on time for all of my classes.                   | <input type="checkbox"/> Yes | <input type="checkbox"/> No | <input type="checkbox"/> Sometimes |
| 8. I use a planner/calendar to write important assignments and exam dates. | <input type="checkbox"/> Yes | <input type="checkbox"/> No | <input type="checkbox"/> Sometimes |
| 9. My notes are organized and labeled for each class.                      | <input type="checkbox"/> Yes | <input type="checkbox"/> No | <input type="checkbox"/> Sometimes |
| 10. I do not watch TV or use my cellphone while I do homework.             | <input type="checkbox"/> Yes | <input type="checkbox"/> No | <input type="checkbox"/> Sometimes |

#### Proactivity & Participation

- |   |                              |                             |                                    |
|---|------------------------------|-----------------------------|------------------------------------|
| 11. I pursue extra help immediately when I need it.                   | <input type="checkbox"/> Yes | <input type="checkbox"/> No | <input type="checkbox"/> Sometimes |
| 12. I raise my hand to ask questions.                                 | <input type="checkbox"/> Yes | <input type="checkbox"/> No | <input type="checkbox"/> Sometimes |
| 13. I am part of at least one organization or team outside of school. | <input type="checkbox"/> Yes | <input type="checkbox"/> No | <input type="checkbox"/> Sometimes |
| 14. I am part of at least one club or sports team at my school.       | <input type="checkbox"/> Yes | <input type="checkbox"/> No | <input type="checkbox"/> Sometimes |
| 15. I volunteer regularly.  | <input type="checkbox"/> Yes | <input type="checkbox"/> No | <input type="checkbox"/> Sometimes |



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### What is Your Starting Point?

Based on the self-assessment, add the total number of *Yes*, *No*, and *Sometimes* for the three categories listed below.

#### Academic Planning

Total Amounts: Yes \_\_\_\_\_ No \_\_\_\_\_ Sometimes \_\_\_\_\_

#### Organization & Time Management

Total Amounts: Yes \_\_\_\_\_ No \_\_\_\_\_ Sometimes \_\_\_\_\_

#### Proactivity & Participation

Total Amounts: Yes \_\_\_\_\_ No \_\_\_\_\_ Sometimes \_\_\_\_\_

### If you have three or more YES in a category, congratulations!

Your areas of strength and success are categories you have the highest amount of *Yes* statements. Take some time to brainstorm ways you can set more challenging goals to improve your strengths and make it a habit to succeed in this area.

### If you have three or more NO and SOMETIMES in a category, then there is work to be done!

You can make notable progress in the areas that have the highest number of *No* and *Sometimes* statements. Learn how to write S.M.A.R.T. goals and go over the Freshman Year Checklist for Success to discover ways you can overcome your challenges.



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### Section 4: Writing Goals

Goal setting is a powerful technique that can pay off in all areas of your life. Setting goals and targets help you to decide where you want to go in life. Goal setting gives you long-term vision and short-term motivation.

By setting sharp, clearly defined goals, you can measure and take pride in the achievement of those goals.

### Benefits of Goal Setting

- ✓ Improve self-confidence
- ✓ Increase motivation to achieve
- ✓ Eliminate disorganization
- ✓ Improve performance
- ✓ Increase satisfaction in your achievements
- ✓ Suffer less from stress and anxiety
- ✓ Improve preparedness

### Short-term & Long-term Goals

You may discover after writing your goals that they differ in the amount of time needed to complete the goal.

- ✓ Short-term goals can be accomplished in a short period of time or in the near future.
- ✓ Long-term goals require more time and action steps to accomplish them; short-term goals can be the action steps for long-term goals.

#### Short-term Goal Examples: *Goals that are accomplished within a week to a month*

- ✓ Arrive to school on time
- ✓ Talk to your teacher after school
- ✓ Study with your classmate
- ✓ Practice speaking a foreign language with your friend
- ✓ Write your essay for English class

#### Long-term Goal Examples: *Goals that are accomplished within a few months to years*

- ✓ Stay on the honor roll
- ✓ Learn a new language
- ✓ Become a better writer
- ✓ Earn a high school diploma
- ✓ Receive a bachelor's degree

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### Brainstorming Activity: Writing Goals

1. Select One:  Short-term Goal  Long-term Goal

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2. Select One:  Short-term Goal  Long-term Goal

---

---

3. Select One:  Short-term Goal  Long-term Goal

---

---

### Take One of Your Goals and Write it as a S.M.A.R.T. Goal

Do this

Is Your Goal:  Specific  Measurable  Attainable  Relevant  Time-bound

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### Section 5: Writing S.M.A.R.T. Goals

An important part of accomplishing anything is investing the time to set goals that will help you stay focused. When writing a goal, ask yourself the following questions:

<b>S</b>	Is your goal <b>specific</b> ? Specific goals are well-defined. <ul style="list-style-type: none"><li>• <i>What do you want to accomplish?</i></li><li>• <i>What are the specific reasons or purpose of achieving your goal?</i></li><li>• <i>Where would it take place (if applicable)?</i></li><li>• <i>Who will you need to be involved in completing your goal?</i></li></ul>
<b>M</b>	Is your goal <b>measurable</b> ? Measurable goals need to have parameters so that you know if the goal is achievable. <ul style="list-style-type: none"><li>• <i>Will there be distinct progress?</i></li><li>• <i>Is your goal quantifiable? How much or how many?</i></li></ul>
<b>A</b>	Is your goal <b>attainable</b> ? Attainable goals can be broken down into tangible steps you can take to get your goals accomplished. <ul style="list-style-type: none"><li>• <i>What action steps must be in place to achieve your goal?</i></li><li>• <i>Do you know everything you need to know to complete this goal or do you have to learn new skills in order to succeed?</i></li><li>• <i>What are the constraints you may face in the process?</i></li><li>• <i>If applicable, how will you learn the new skills in order to complete your goal?</i></li></ul>
<b>R</b>	Is your goal <b>relevant</b> ? Relevant goals should be consistent with your other goals and help you achieve your long-term goal. <ul style="list-style-type: none"><li>• <i>Is it the right time?</i></li><li>• <i>Does your goal match your greatest needs?</i></li></ul>
<b>T</b>	Is your goal <b>time-bound</b> ? Have a time frame of when you want to accomplish your goals. <ul style="list-style-type: none"><li>• <i>Does it have a deadline or time frame?</i></li><li>• <i>When do you need to complete your goal?</i></li><li>• <i>Within the next 24 hours, what can you do to be one step closer to your goal?</i></li></ul>



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#### Are These Goals S.M.A.R.T.?

Goal: I plan to earn an 85% on my algebra final. I will study with my classmates in the library and attend tutoring after school every week until the midterm.

- Is this goal **specific**?  Yes  No
- Is this goal **measurable**?  Yes  No
- Is this goal **attainable**?  Yes  No
- Is this goal **relevant** in your life?  Yes  No
- Is this goal **time-bound**?  Yes  No

Goal: I plan to work hard to pass my regents exam.

- Is this goal **specific**?  Yes  No
- Is this goal **measurable**?  Yes  No
- Is this goal **attainable**?  Yes  No
- Is this goal **relevant** in your life?  Yes  No
- Is this goal **time-bound**?  Yes  No



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Writing S.M.A.R.T. Goals

Category:  Academic Planning

Goals:

**S** Are your goals specific?  
\_\_\_\_\_  
\_\_\_\_\_

**M** Are your goals measurable?  
\_\_\_\_\_  
\_\_\_\_\_

**A** Are your goals attainable?  
\_\_\_\_\_  
\_\_\_\_\_

**R** Are your goals relevant in your life right now?  
\_\_\_\_\_  
\_\_\_\_\_

**T** Are your goals time-bound?  
\_\_\_\_\_



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Writing S.M.A.R.T. Goals

Category:  Organization & Time Management

Goals:

**S** Are your goals specific?  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

**M** Are your goals measurable?  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

**A** Are your goals attainable?  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

**R** Are your goals relevant in your life right now?  
\_\_\_\_\_  
\_\_\_\_\_

**T** Are your goals time-bound?  
\_\_\_\_\_



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Writing S.M.A.R.T. Goals

Category:  Proactivity & Participation

Goals:

**S** Are your goals specific?  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

**M** Are your goals measurable?  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

**A** Are your goals attainable?  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

**R** Are your goals relevant in your life right now?  
\_\_\_\_\_  
\_\_\_\_\_

**T** Are your goals time-bound?  
\_\_\_\_\_



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#### Section 6: Freshman Year Checklist for Success

Below is a list of common challenges freshmen face. Please review the recommendations for preventing and tackling the challenges.

#### Academic Planning

##### Challenge: Transitioning to the high school curriculum

- Learn about your school's graduation requirements by grade level to keep yourself on track.
  - What is the failing grade at your school?
  - How can you achieve honor roll or dean's list at your school?
  - How can you join the National Honor Society?
  - When are midterms, finals, and regent exams?
- Ask your teacher and peers for extra help in your most difficult classes.

##### Challenge: Studying efficiently for difficult subjects

- Establish a regular time and place for studying.
- If you have a study hall period during school, use it.
- Take breaks. Don't schedule marathon study sessions.
- Use flash cards or summary sheets to study.
- If possible, schedule study time with a partner.
- Schedule the most difficult tasks for those times when you are most alert.
- Study old exams and focus on questions answered incorrectly.

##### Challenge: Maintaining an academic portfolio

- Keep a folder with your completed essays, important assignments and projects.



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#### Time Management & Organization

##### Challenge: Getting to school on time

- Time your commute to and from school. Can you use that time to read a book or review class notes?

##### Challenge: Deciding what to do in high school

- Ask yourself: What's your dream? How are you going to use the next four years in high school to achieve your dream?

##### Challenge: Managing your time

- Begin each semester by filling out a master schedule that includes your classes and time commitments (e.g. club meetings)
- Utilize your high school planner to write important assignments and exam dates.
- Organize yourself for class with labeled notebooks.
- Discover a note-taking style that works best for you. It helps when you try to study the notes later.
- Keep a record of how long it takes you to complete homework and study for exams for different classes so that you know how much time you need to schedule for those classes in the future.

##### Challenge: Removing time bandits

- Telephone: Turn your phone off. Make calls when you have finished your homework.
- Internet Use: Set a timer for thirty minutes to stay aware of time passing.
- Television: Plan ahead for which shows you will watch - do not turn it on randomly.
- Computer: Limit the number of times you check your emails daily and time spent on replies.
- Procrastination: Stay on task and set a time goal for completing it.
- Lying Down: Find a desk or table to do homework. Stay away from using your bed as a desk since it leads to sleepiness when studying.
- Distractions: Eliminate as many audio/visual distractions as you can.



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#### Enrichment & Extracurricular Engagement/ Participation

##### Challenge: Engaging in class or in school

- Participate every day in each class at least once.
- Ask your teacher questions before or after class.
- Introduce yourself to five SSP upperclassmen.
- Ask a peer to attend a sport or club event with you.
- Brainstorm with your mentor about how you can express your interests in school activities.
- Decide on which extracurricular activities you would like to join next year.

##### Challenge: Identifying resources at school and outside of school

- Locate the tutoring room, library, and computer lab at your school.
- Visit and learn about the free events hosted by your community center or library around your home.
- Establish a relationship with your SSP support system (Mentor, SSP School Coordinator, SSP Staff, etc.).
- Share your interests and high school experiences with your mentor.





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### Section 7: Action Steps

Draft steps that will help you accomplish your S.M.A.R.T. goals. What can you do within the next 24 hours to be one step closer to your goals?

### Your Support System

Share your goals with your support system. They can provide encouragement, assist you in focusing on your action steps, and help you to stay on the path to accomplishing your goals.

Your support system is:

- ✓ Your Family
- ✓ Your Mentor
- ✓ Your SSP School Coordinator
- ✓ Your School Community (Teachers, Guidance Counselor, Classmates, and Upperclassmen)
- ✓ Your SSP Staff

Your support system will:

- ✓ Review your goals and action steps
- ✓ Provide feedback
- ✓ Direct you to resources
- ✓ Discuss your progress and any setbacks that occur



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### Practice Writing Action Steps for these S.M.A.R.T. Goals

#### Academic Planning

**S.M.A.R.T. Goal:** Jessica will earn an 85% on her algebra final. She will study with her classmates in the library and attend tutoring after school every week until the final.

**Action Step:** Within the next 24 hours, she can \_\_\_\_\_

**Support System:** Whom can she ask to support her on the road to completing this action step?

Her Family  Her Mentor  Her SSP School Coordinator  Her School Community  Her SSP Staff

#### Organization & Time Management

**S.M.A.R.T. Goal:** John will arrive on time to his English tutoring session on Tuesday morning with his completed homework.

**Action Step:** Within the next 24 hours, she can \_\_\_\_\_

**Support System:** Whom can he ask to support her on the road to completing this action step?

His Family  His Mentor  His SSP School Coordinator  His School Community  His SSP Staff

#### Proactivity & Participation

**S.M.A.R.T. Goal:** Sam will join the choir and perform during the Spring Concert by the end of this semester.

**Action Step:** Within the next 24 hours, she can \_\_\_\_\_

**Support System:** Whom can he ask to support her on the road to completing this action step?

Her Family  Her Mentor  Her SSP School Coordinator  Her School Community  Her SSP Staff



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Section 8: Review Your S.M.A.R.T. Goals & Revise Your Action Steps

Writing down and sharing your goals is half the journey to attaining them.

The other part of the journey consists of figuring out which actions yield the best results.

Review your goals and revise your actions regularly until you have reached your objective.



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## College & Career Program - Roadmap for Freshmen

Setting S.M.A.R.T. Goals

Category:  Academic Planning

Goals:

Are Your Goals:  Specific  Measurable  Attainable  Relevant  Time-bound

Action Steps: What can you do within the next 24 hours to be one step closer to your goals?

1.

2.

3.

Support System: Whom will you ask to support you on the road to completing your goals?

- Your Family
- Your Mentor
- Your SSP School Coordinator
- Your School Community
- Your SSP Staff



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## College & Career Program - Roadmap for Freshmen

Setting S.M.A.R.T. Goals

Category:  Organization & Time Management

Goals:

Are Your Goals:  Specific  Measurable  Attainable  Relevant  Time-bound

Action Steps: What can you do within the next 24 hours to be one step closer to your goals?

1.

2.

3.

Support System: Whom will you ask to support you on the road to completing your goals?

- Your Family
- Your Mentor
- Your SSP School Coordinator
- Your School Community
- Your SSP Staff



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## College & Career Program - Roadmap for Freshmen

Setting S.M.A.R.T Goals

Category:  Proactivity & Participation

Goals:

Are Your Goals:  Specific  Measurable  Attainable  Relevant  Time-bound

Action Steps: What can you do within the next 24 hours to be one step closer to your goals?

1. \_\_\_\_\_
2. \_\_\_\_\_
3. \_\_\_\_\_

Support System: Whom will you ask to support you on the road to completing your goals?

- Your Family
- Your Mentor
- Your SSP School Coordinator
- Your School Community
- Your SSP Staff