

# Academic advising plan, 1<sup>st</sup> year BSc

Successful academic advising takes planning and organization.

Use this page as a guide for pacing and contents.



## Aims of academic advising

Encourage students with their studies and career plans



Increase motivation and study progress



Improve the student's wellbeing



Find out problems and challenges – early enough



- + Follow up the study progress and be available – personal meetings if needed, scheduling in MyStudies or Student Success Hub

	Autumn 2022, group meeting 1.	Spring 2023, group meeting 2.	Tip
<b>Meeting, date &amp; place, beverages</b>			Integrated with the ABC course. Be aware of the students' model timetables & examination periods! <sup>1</sup>
<b>Sending invitations, date and method</b>			Invitations with informal attitude & without specific topics have worked well (although attending is compulsory)
<b>Welcoming the students &amp; starting the meeting</b>			Introduction & making students feel welcomed
<b>Icebreaker activity</b>			Helping students to get to know their peers. How to support the feeling of participation & warm up the group?
<b>Activity or discussion</b>			How do you work with the students? E.g. how to collect questions or how do you introduce the topic you would like to discuss with them?
<b>Ending the meeting</b>			Summary: what have you done, what is happening next? It is good to make preliminary agreements for the following meeting.
<b>Reporting</b>	in MyCourses, ABC course	in MyCourses, ABC course	Who have you met, who was absent? Possible general questions & ideas? No specific details about students!

<sup>1</sup> You will receive names of the students before the 1<sup>st</sup> term. Budget max. 10€ per student (+ advisor) in each semester. Billing: The expenses can be claimed in the Neo system, project: 901000/T19901. More help at [travelservices@aalto.fi](mailto:travelservices@aalto.fi)