

AES aims to assist IUPUI students continue in a course of action despite adversity or obstacles which may pose a barrier to their academic success

PERSEVERE



ADAPTIVE EDUCATIONAL SERVICES

OFFICE OF DIVERSITY, EQUITY AND INCLUSION
Indiana University - Purdue University Indianapolis



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ASP Spotlight

Finals Week Approaches



We realize that finals are right around the corner. Many of you have already made preparations to take your exams either with us or in class. As you get mentally ready to fill in scantrons and construct essays, we just want to provide you with a few tips to make sure for these upcoming finals you're most equipped you've ever been.

Schedule your tests early!

Remember there are several factors you need to take into account when scheduling your tests for Finals Week. For instance:

- We have a **48 Hour Advanced Notice** policy, which means you must give us two business days' notice before your test is to be proctored when scheduling an exam. So if you schedule a test on Friday, it won't be entered for Monday.
- **Window Tests** must be scheduled Monday- Thursday before 5 pm and Fridays before 3 pm. No window exams will be scheduled for a weekend. Only departmental finals will be proctored on Saturday and Sunday during Finals.
- **Take advantage of convenient options!** You can schedule in person, online through our website or immediately after your last exam over in the lab. If you know when you're test is, there's no excuse to wait until the last minute to schedule it.

Preparing for Finals

Here are a few more helpful hints in how to mentally prepare for finals week:



Raleigh Smith

A native of Terre Haute, Indiana; Raleigh Smith was born on December 13th, 1993 (**HAPPY BIRTHDAY**). Raleigh is a Social Work major and former graduate of Speedway Senior High School where she excelled at the sport of Soccer. Since joining the Adaptive Educational Services staff she has made many friends and a lasting impression on clients with her high level of professionalism and dedication to service with distinction. We look forward to harnessing that spirit of service as we continue to foster relationships with clients and faculty alike with Raleigh at the forefront!



Tunde Animashaun

Tunde Animashaun is the epitome of quiet confidence, a pre-Pharmacy/Biology major who loves to travel (he frequently makes rounds between Chicago, Arizona and California), Tunde never ceases to amaze his fellow co-workers with his keen insight into the world and how others interact in it. In addition to joining our outstanding class of Accommodation Support Professionals (ASPs), Tunde also serves as a Senator for the IUPUI African Student Association (ASA). Wise beyond his years and as consistent as they come, Tunde is a model employee with worldly experience and a commitment to service to match. We're thrilled as well as lucky to have him aboard!

1. Don't psych yourself out

You can destroy your confidence early by putting too much pressure on yourself. Before you take finals as a life or death scenario, check to see what the final is worth in each course. Remember, it is only one component of your final grade. If it is worth 20% or less, you probably won't be able to bring your final grade up or down by more than one grade level (e.g., B to B+), unless you perform substantially better or worse than you have on previous exams and assignments throughout the semester.

2. Don't take it too lightly

Although the last statement was true, you should still try to do as well on the final as you possibly can. Sometimes the final is a big part of your final grade (30% or more), which is likely to make a huge difference in your final average. Don't go in with the mentality of "I only need 70% to pass". Aim for the best possible score for the best possible result.



3. Don't forget about "ME" time.

This is NOT the time to stop exercising or doing other things that you find enjoyable. Pace yourself! You will study more effectively if you spread things out and take breaks. But keep everything in moderation, find a healthy balance. 15 minutes of studying followed by a two-hour break to play a video game is not smart time management.

4. Study effectively.

If you want to retain what you've studied, cramming won't work. The key to effective retention is repetition, not overloading your brain (it can only absorb so much in an hour).

5. Get enough sleep.

You will do better if you are rested, and cramming often leads to a superficial and confused knowledge of the material you have studied. There is a reason why sleep deprivation is used as torture. Failure to follow #4 and 5 can lead to writing nonsense on exams. Teachers often fall off their chairs laughing at some of the silly statements that appear on finals.

6. Resist the urge to party on "off" days.

Instead, if you have a break in your exam schedule, use it to get a head start on the exams coming up. REMEMBER: if you party, you will need to recover! Recovering during an exam or test would definitely not be the best idea.

7. Arrive on time for the exam.

Be especially careful about setting your alarm the night before. Save yourself the anxiety and embarrassment of arriving late. Needless to say,



Keya Pandya

Keya Pandya is a junior Neuroscience major who splits her time between working as an ASP and serving as a Pediatrics Assistant for a major local hospital. Hailing from Fishers, Indiana by way of Jamnagar, India; Keya has impressed both co-workers and clients alike with her attention to detail, calm and caring demeanor and eagerness to assist those in need since day one. Considered by many within the office to be a seasoned employee, she's worked for AES for a number of years providing exemplary service that she now incorporates into her future plans to be a physician. Based on this information alone, it's easy to see why Keya is yet another key addition to our list of outstanding ASPs.

you may also need every minute of the exam period to finish the exam.

8. Don't worry about others finishing earlier than you.

This could mean ANYTHING. It often means these students have written a mediocre or poor exam. Take the time YOU need.

10. When the exam is over, let it go!

Forget it! Move on to the next one, or go enjoy the break! If you do have major concerns, make an appointment to see your professor at a mutually convenient time

IPREP Post-Baccalaureate Research Program

Are you interested in participating in a post-bacclaureate graduate school preparation program? We want you!!

IUPUI offers a one year post-bacclaureate graduate school preparation program (funding by NIH), IPREP, for students with recently conferred undergraduate degrees (within the last 36 months) in the biomedical sciences, biology and life sciences, biology and life sciences, biomedical engineering and bio-behavioral studies/psychology. the IPREP program provides research and academic training in the biomedical/bio-behavioral sciences for students.

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Applicants applying to this program must be:

- United States citizens or permanent residents
- Graduates of an accredited U.S. college or university who have completed an undergraduate science degree within 36 months of the program start date
- Members of an underrepresented minority group (i.e. African-American, Native American/Alaskan Native, Hispanic,

Hawaiian/Pacific Islander), an individual with a disability and/or an individual from a disadvantaged background

- Interested in applying to a top quality Ph.D. graduate program

IPREP Fellows participate in projects with IUPUI, IU School of Medicine, and Purdue University faculty covering a wide spectrum of activities. The areas of focus are Neuroscience, Biomedical Engineering, Behavior/Human Factors and Psychobiology of Addictions. In addition, fellows receive guidance through the PhD program selection and application process and will enhance their skills in GRE preparation workshops and mock interviews. IPREP scholars earn an annual salary of \$27,000 with full benefits, including health insurance.

The 2015 IPREP cohort begins June 1, 2015.

Further details of the program can be found on their website at: <http://iprep.iupui.edu>. Applications can be accessed directly on the website. You may also contact the program administrator, Mrs. Vicki Bonds, at vgayfiel@iupui.edu.

