

City Tech 101

Summer 2024
Prof. Victor Lee
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SESSION THREE:

You Paid for It; Use It

+

The Buzz on Getting Involved

Session 3
Date
Prof. Victor Lee



Today's Topics

Part A:

- ★ Where College Happens, Pt. 3
- ★ Taking Notes
- ★ Overview of Resources + Services
- ★ Asking for Help

Part B:


- ★ Where College Happens, pt. 5
 - ★ Why Participate?
 - ★ Co-curriculars @City Tech
 - ★ Extracurriculars @City Tech
 - ★ Asking Effective Questions
 - ★ Effective Communication
-

Part A: You Paid for it; Use It

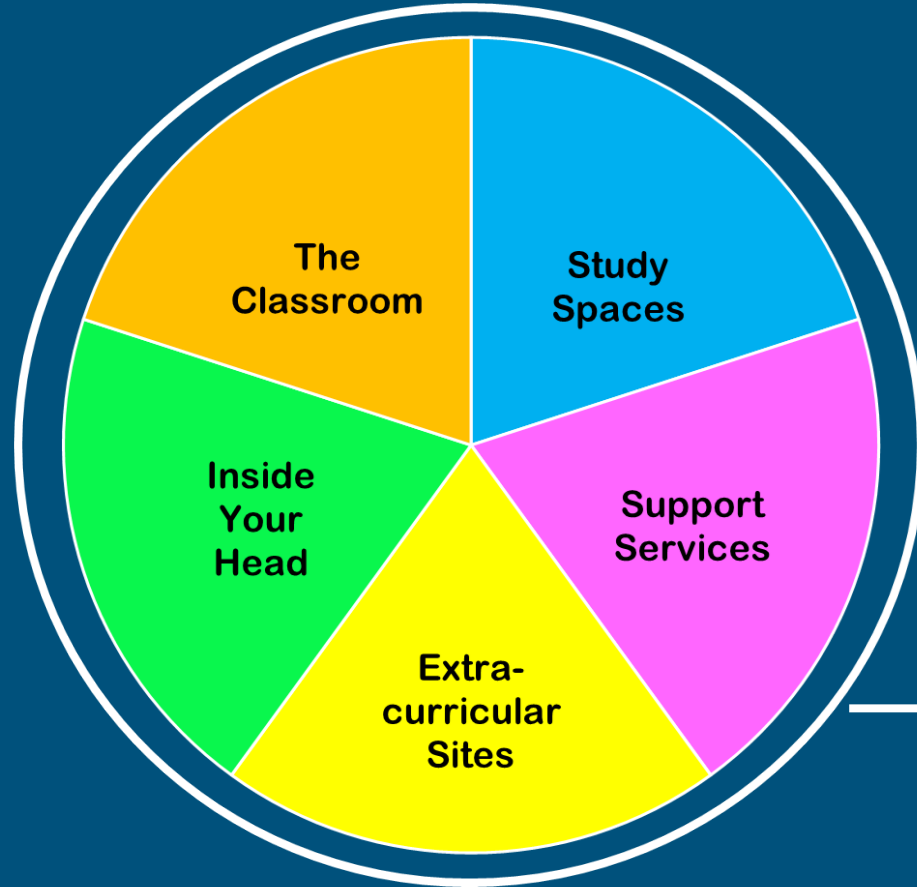
Resources and Services at City Tech



**Where does
college happen?**

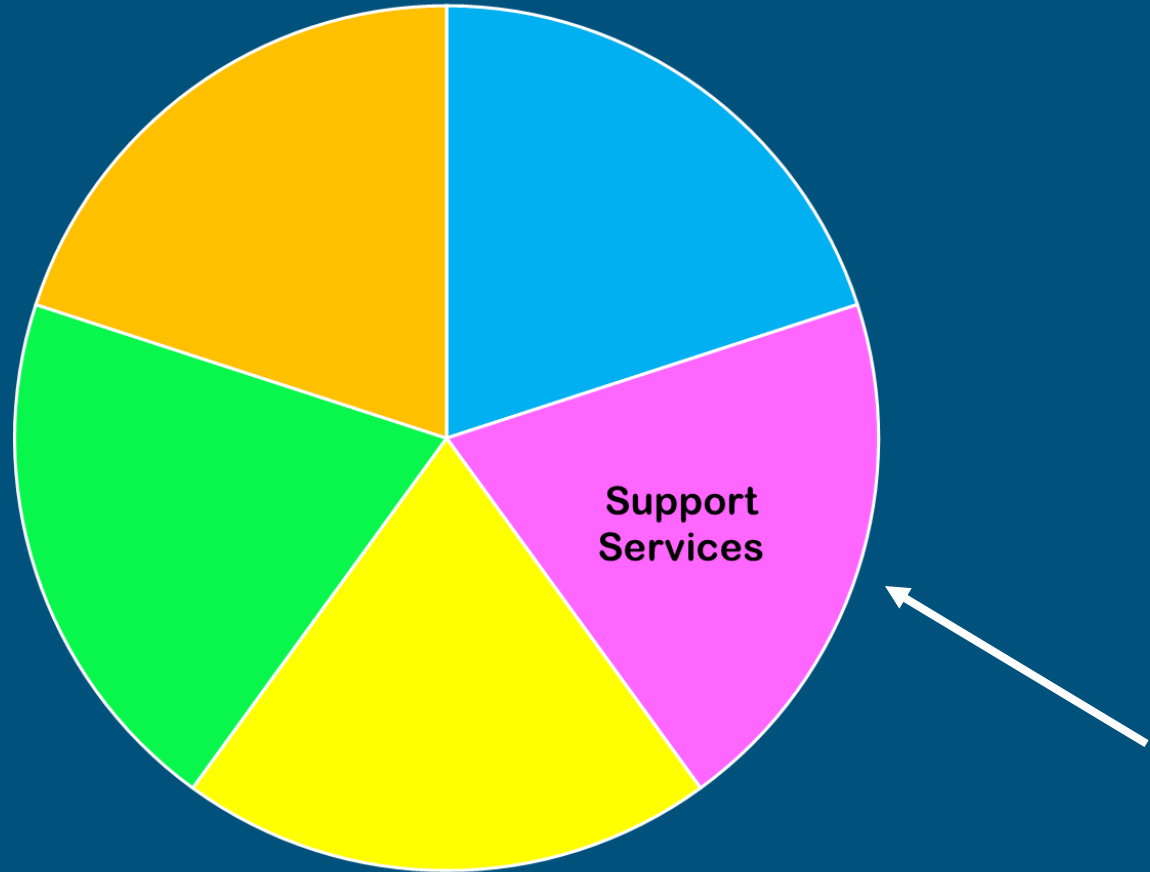


College happens in lots of places



These are all necessary parts of college!

Today we are focused on...





Taking Notes



Effective Note-Taking Strategies

- Studies have shown taking notes by hand is most effective!
- Note-taking is not just a way to record material for later review—it is also a first step in learning the material
- Don't try to write down everything the professor says. Instead, identify main ideas and crucial information
- Add your own questions, ideas, and connections to other course materials. For example, if an idea discussed in lecture relates to a reading you've done, mention that in your notes.
- Consider using the [Cornell Notes](#) method.

Let's test out our note-taking skills today!

Today you will be given a lot of information about resources available at City Tech. There is more information here than you can remember all at once.

As you listen, try taking notes using the Cornell Method or another preferred technique. What do you need to write down to get to the information you need later?

We'll check in at the end to see how we did.

FOR OPTIONAL ACTIVITY: insert immediately after slide 10

Think of two activities, resources, or support services you would like to access during your time at City Tech.

Take a minute to write them down.

As we go through the presentation, look for information on those items!

**Resources
+ Services**

—

@City Tech

Academic Resources + Services

Tutoring

- [Atrium Learning Center](#)
- [Writing Center](#)
- Tutor.com (in Brightspace)
- Department-Specific Tutoring (See [Dept. Sites](#))
- [Self-Paced Department Resources](#)

Student Success Center

- Student Hub for questions, issues, confusion, guidance– any kind of help you need!
- Connections to Emergency Resources + Funds
- Coaching and Workshops
- May contact you during the semester if you are struggling in your classes– but you can always contact them first!
- Room: Library G-18R [ground floor of the Library Building, across from the rear elevators] Just walk in!
- StudentSuccessCenter@citytech.cuny.edu or [their website](#)

Professor Office/Student Hours

- Questions from class
- Questions about careers
- Questions about majors or tracks
- Questions about advisement
- Questions about college or City Tech

Peer Leaders

- First Year Programs Peer Mentors
- Math Peer Leaders
- Perkins Peer Advisement
- Student Success Coaches
- SLD Peer Navigators

City Tech Library

- Reference Desk
- Ask A Librarian
- Research Guides
- Subject Resources
- Technology Loans
- Reserve Materials
- Scanning + Photocopies
- LGBTQ+ Resources
- Website

Center For Student Accessibility

- If you had an IEP in high school
- If you have any type of disability
- If you are sick or unable to attend classes for more than a day or two
- [Website](#)

City Tech is committed to supporting the educational goals of enrolled students with disabilities in the areas of enrollment, academic advisement, tutoring, assistive technologies, and testing accommodations. If you have or think you may have a disability, you may be eligible for reasonable accommodations or academic adjustments as provided under applicable federal, state and city laws. You may also request services for temporary conditions or medical issues under certain circumstances. If you have questions about your eligibility or would like to seek accommodation services or academic adjustments, you can leave a voicemail at 718-260-5143, send an email to: Accessibility@citytech.cuny.edu, or visit the Center's website at <http://www.citytech.cuny.edu/accessibility/> for more information.

Comprehensive Programs

Full Service

- ASAP
- ACE
- SEEK
- CUNY EDGE

Administrative Resources + Services

College Administration

- Registrar
- Bursar
- Financial Aid
- Scholarship & Residency Services
- International Student Services

Student-Centered Resources + Services

First Year Students

- First Year Programs
- FYP Peer Mentors

Student Leaders

- Student Government Association (SGA)
- NYPIRG

Student Clubs + Events

- Student Life + Development (SLD)
- Yellow Jacket Journey (Presence)

Professional Development Center

- Exploring majors, interests, and values
- Resume and Cover letter critiques
- Interview preparation & Mock interviews
- Graduate School Exploration
- Virtual Workshops & Seminars
- Virtual Informational Sessions with Employers
- Virtual Networking Events
- Website
- The PDC encourages students to make an appointment in their first year of coursework to plot a successful course of study!

Workshops and Speakers

- Targeted topics
- Experts in different areas
- Department specific

Technology

Resources + Services



Computer Labs

- Atrium Learning Center, Library Building, ground floor
- Library, 4th floor
- General Building, 6th floor (G600)
- Vorhees, 2nd floor
- [Virtual Computer Lab](#)

Student Help Desk

- [CUNYFirst](#)
- [CT email + Email Lookup](#)
- [One Drive + Microsoft Office](#)
- [Brightspace](#)
- [OpenLab](#)
- [Zoom](#)
- Specialized Programs +
Tools

Student Help Desk
Room L114

StudentHelpDesk@citytech.cuny.edu
718-260-4900

Targeted Resources + Services

Student Health + Well-Being

- [Counseling Services](#)
- [Community Standards](#)
- [Wellness Center](#)
- [Public Safety](#)
- [Petrie Fund](#) (via Student Success Center)
- [Recreation and Intramural Sports](#)
- [Fitness Center](#)

Student Health + Well-Being

- Nutrition for Education & Student Achievement (N.E.S.T.)
- The N.E.S.T. is City Tech's Food Pantry
- Don't miss the chance to grab free groceries! Perishable and non-perishable items, such as fruits, vegetables, canned foods, and dry goods are available.
- Located in the General Building, Room 414
- Open to all current students
- Need to schedule an appointment to pick up food: <https://citytech-cuny.presence.io/event/food-pantry>

Affinity Support

- Black Male Initiative (BMI)
- Veteran Support Services
- Childcare Center
- CREAR Futuros
- Identity-Based Clubs

LGBTQIA+ Support

- **Pride Club**
Contact:
lwestengard@citytech.cuny.edu
- **Pride Lounge (LG29B)**
Fall Hours TBD
Supervisor Daniel Ryan:
DRyan@citytech.cuny.edu
- [Minor in Gender and Sexuality Studies](#)
- **Counseling Contact**
Jennifer Cruz
JCruz@citytech.cuny.edu
- [CUNY LGBTQ Hub](#)

Instagram account: [@citytechpride](#)

How did your note taking go?

Look back at your notes. How do you think you did?

Take a minute to go back and fill in where anything seems to be missing.

What seems most important? If you were going to study your notes for an exam, what strategies would you use?

FOR OPTIONAL ACTIVITY: insert immediately after slide 38

Look through your notes.

Did you hear about any resource or service at City Tech that matches up with what you wrote before the presentation?

Which service did you hear about? How do you think it might help you?

Some questions on finding resources:

If you're interested in accessing any of the resources or services we discussed, where will you find them later?

What are the best ways to track down information about City Tech?

If you have time, try the City Tech [website scavenger hunt!](#)



Asking for Help!



What are some factors that might make a student less likely to ask for help?

Brainstorm ideas and let's make a list together...

Asking for help is...

- Responsible
- Healthy
- Proactive
- Normal


Asking for help is NOT...

- A sign of weakness
- A sign of failure
- A sign that you don't belong in college



**“Be strong enough to stand alone,
smart enough to know when you
need help,
and brave enough to ask for it.”**

Part B: #YellowJacketLife

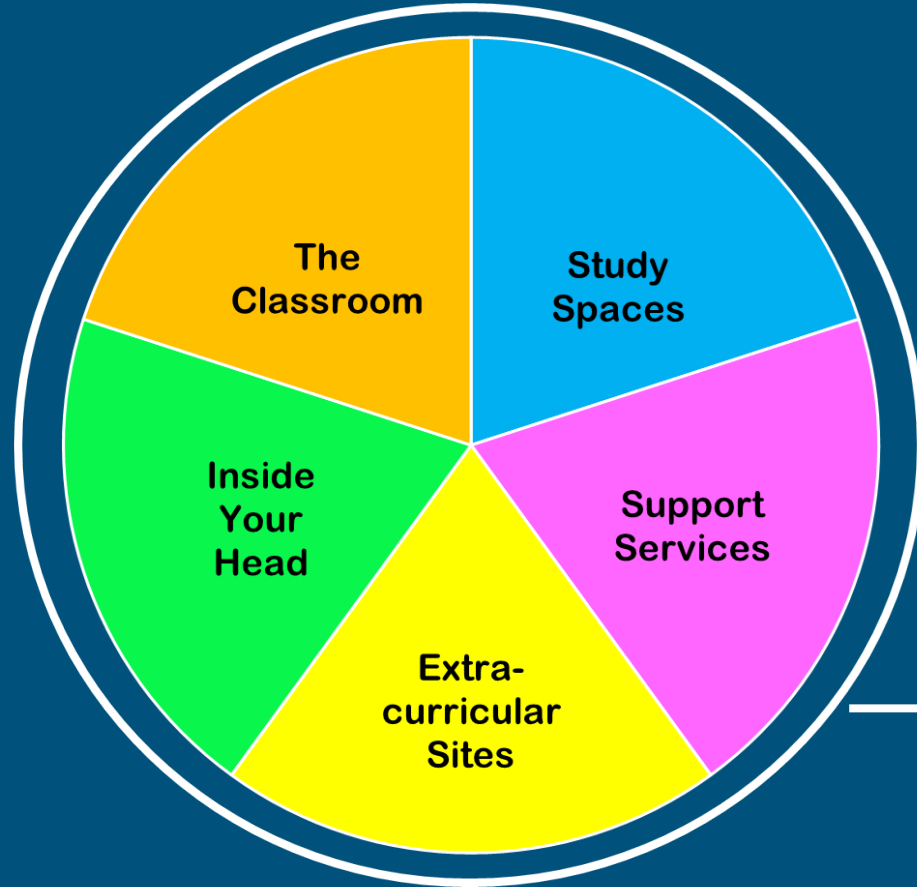
The Buzz on Getting Involved



**Where does
college happen?**

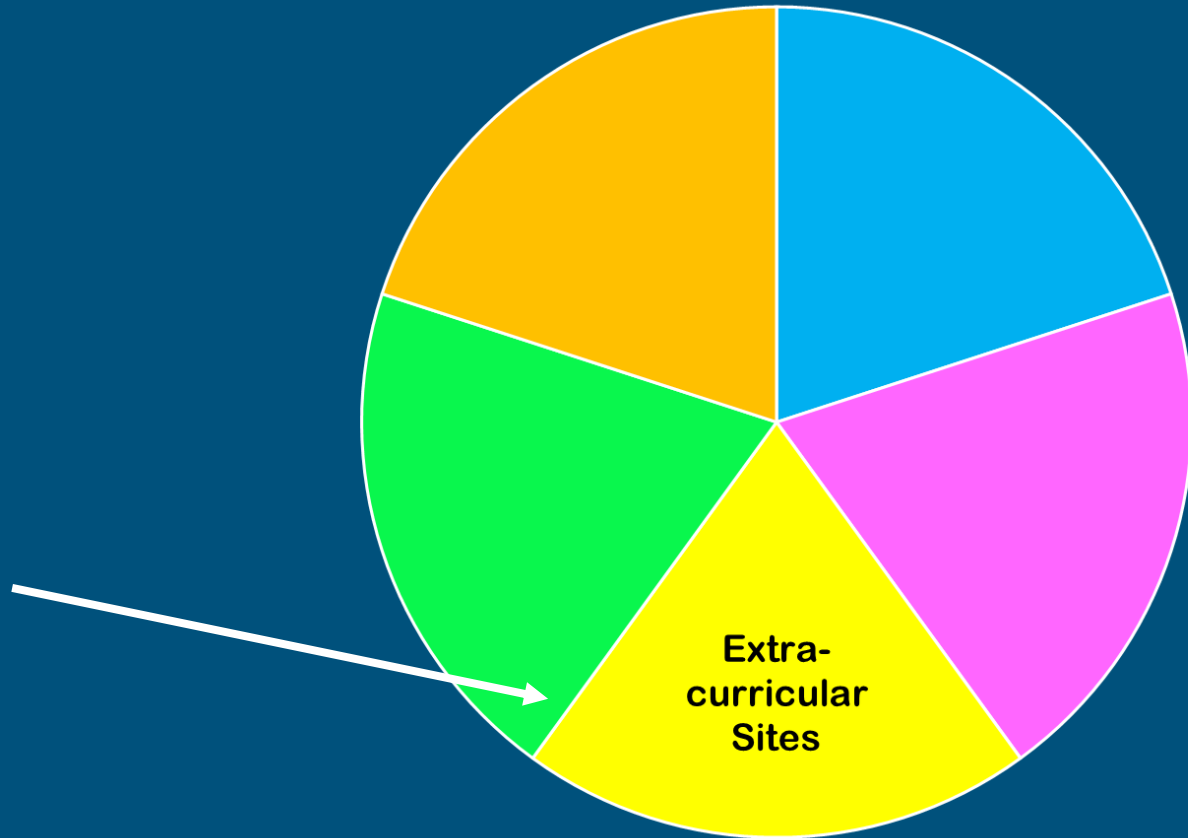


College happens in lots of places



These are all necessary parts of college!

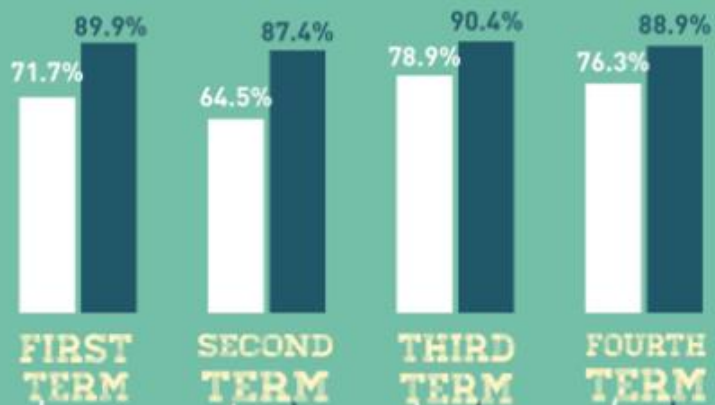
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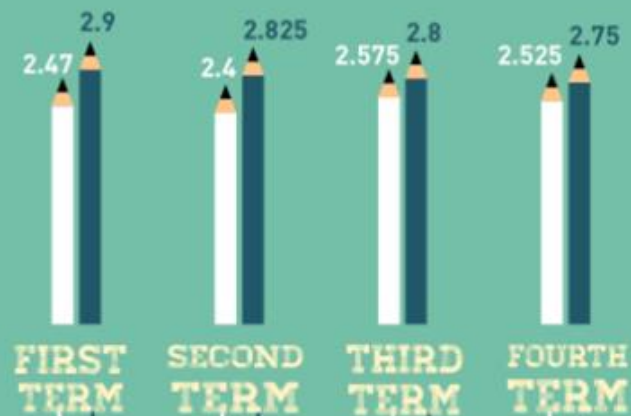
Why Participate?

Students with Good-Standing Rates

Good-standing: Undergraduate students whose cumulative grade point average is 2.0 or above.



Average Cumulative GPA



Non-Participants



ECA Participants

Building Skills Through Participation

- Decision-Making Skills
- Interpersonal Skills
- Managerial Skills
- General Workplace Knowledge

LANDING A JOB

Your academic transcript may be what gets your foot in the door, but employers look for candidates with relevant experience when making hiring decisions. Extra-curricular activities help you gain the key skills and experiences to help you land that job.

"The biggest challenge is showing relevant experience, which employers say is one of the most important factors they look for in applications from recent college graduates. This isn't limited to professional work experience ... *school activities and volunteering also qualify as relevant experience* and can be included in your resume as well."

- Brent Rasmussen, president of CareerBuilder North America

THE LEADER OF THE ECA PAC: THE INTERN

Benefits for New Grads with Intern Experience

When it comes to landing a job, an internship is far and away **the most valuable extra-curricular to have on your resume**. According to 2010 Boston University survey and 2008 NACE survey:



Higher Salary



Job Offer by Graduation



Preferred in Hiring

Sources

- Boston University
- California State University, Sacramento
- Careerbuilder.com
- The College Board
- Collegiate Assessment
- Elearninginfographics.com
- Graduate Management Admissions Council
- Harris Interactive
- National Association of Colleges and Employers
- National Center for Education Statistics
- Stanford University

Co-curriculars @City Tech

Co-curricular

Programs, clubs, +
activities directly related
to what you are studying
in college

Extracurricular

Programs, clubs, + activities
NOT directly related to what
you are studying in college,
but still relevant to your
growth as a student

Co-curricular Examples

Honors Scholars Program

Internships/Externships

Emerging Scholars Program

Clubs related to a major or department

Undergraduate Research

Events related to a major or department

Academic Competitions

Study Abroad Programs

Place-based Learning

More information: <http://citytech.cuny.edu/research/>
<http://www.citytech.cuny.edu/pdc/>
<https://www.citytech.cuny.edu/student-life/>

Extracurriculars @City Tech

Co-curricular

Programs, clubs, +
activities directly related
to what you are studying
in college

Extracurricular

Programs, clubs, + activities
NOT directly related to what
you are studying in college,
but still relevant to your
growth as a student

Extracurricular Examples

Affinity Clubs (ex. Bengali Students Club, Chinese Christian Fellowship)

Social Clubs (ex. E-sports Club, Step Team)

Student Government

Peer Mentoring (ex. FYP Peer Mentors, Perkins Peer Advisement)

Social Events (ex. Welcome Back Bash, De-Stress Week)

Community Events (ex. PLAN Week, Literary Arts Festival)

Volunteering (ex. Spoons Across America)

More information:

<https://www.citytech.cuny.edu/student-life/>
<https://www.citytech.cuny.edu/sga/>



If you can't find what you
are looking for...

Start your own club!



How To Get Involved

- [SLD website](#)
- [OpenLab](#)
- [Instagram](#)
- [Facebook](#)
- [Presence](#)
- Flyers on campus
- Club + Activities Fair
- Email Announcements
- Weekly PM Newsletter

Asking Effective Questions



“Asking Questions is a good way to find things out.”

--Big Bird

Ask “Effective Questions”...

What does that mean?

Ask “Effective Questions”...

— What does that mean?

- Be specific
 - What do you want as an outcome?
- Be brief
 - Include only relevant information
- Be thorough
 - But don't leave out supporting information
- Be appreciative
 - You will gain an ally!

Here are some situations in which you might need to ask effective questions. Let's think about the best ways to do that!

You read a prompt for an assignment in your Biology class. One part of the instructions isn't clear to you. You want to email your professor to ask for help. What do you say?

You get feedback on an essay for a Composition class, and you need to revise the paper. You're not sure how to begin, so you go to the Writing Center. How will you ask for what you need?

You try to register for classes, and you see there is a hold on your record. You need to speak to the Registrar's Office. What will you say when you meet with someone there?


Asking For Help Is... A Habit of Successful College Students!




STUDENT TIPS

- Don't be scared to speak up in class.
- Don't beat yourself up too much on a bad exam/project/assignment. Pick up and put more time into studying and preparing for the next.
- College gets better. Give it some time. Be positive!

DAMAR SAUL
FYP PEER MENTOR



Effective Written Communication



Emailing with Professors

<https://www.youtube.com/watch?v=nqaRp8MyLOg&t=1s>

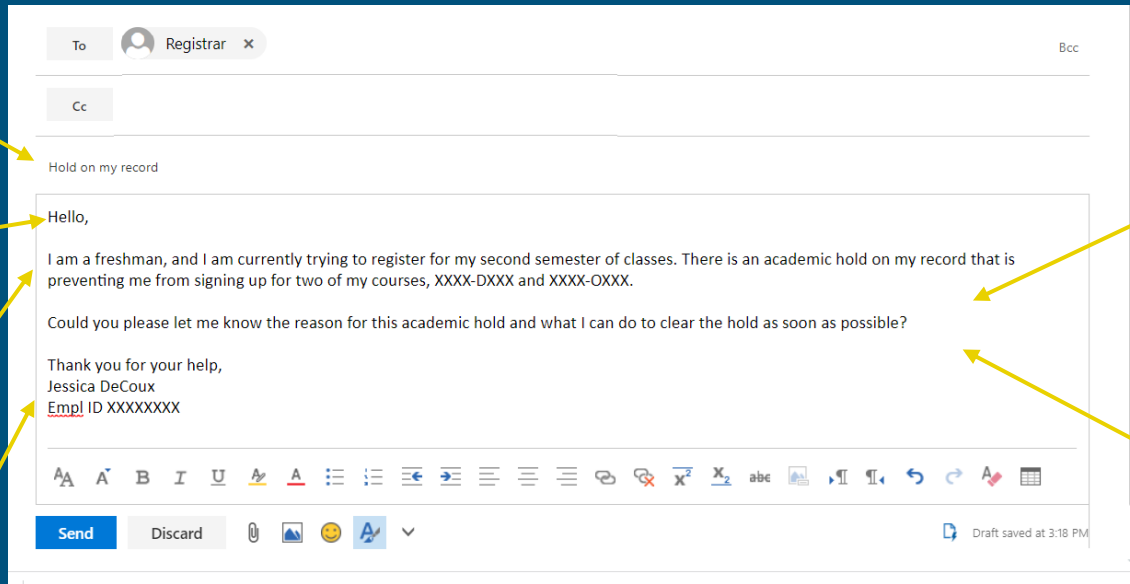
Emails should include...

a subject line

a greeting

any necessary background info

A sign-off that includes your name



A clear statement of the information or request you are communicating

Be polite—especially if making a request!

Remember, an email is NOT a text!

You don't have to do it alone! One way of asking for what you need is to ask for help and support.

A few options when you need help:

- Advisors
- Trusted Professors/Office Hours
- The Counseling Center
- The Student Success Center

Recap

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-

Before Session 4...

- Download a copy of “[My Academic Career Planner](#)” before our next class.
- Complete Reflection on OpenLab by replying to Reflection #3 Post.

Reflection #3

Think about a time when you joined a new group activity (maybe a team, religious retreat, club, or workplace).

- *How did you feel when you first joined?*
- *Do you recall a moment when you felt like you were part of the group?*
- *What benefits did you get from participation in the group?*
- *What can you do to help yourself feel like part of a group at City Tech?*
- *We invite you to tell a story about becoming a City Tech student.*