Director’s Spotlight

Time to Change How You Spend Your Time

No matter how many conveniences enter our lives, we are still trying to manage a world with not enough hours in the day to do everything we have to do and would like to do. It’s like eating a large meal and still being hungry.

There are only 24 hours in a day and, like many things in life, we have choices which usually are based on what we value. So here are a few “choices” to consider:

1. **Quality Time** – Is your smartphone really on the same level as family time? Only you can decide how you want to spend your time.

2. **Time for Ourselves** – We all work to have a good life. If work IS your life, perhaps it is time to consider some fun things to add to your day and some down time.

3. **Empty Calories** – Pay attention to what you are choosing to eat. Are you snacking instead of having a healthy meal?

4. **Sleep** – To keep your energy up, you can’t sacrifice resting your body and your mind. Increase your energy and accomplish more.

5. **Exercise** – Make this part of your routine and you will have more energy and feel better.

6. **Plan for Productivity** – You will accomplish more in less time if you prioritize your tasks. Save less thoughtful items for later in the day.

7. **What Time is Your Best Time** – Schedule your day to match when you have energy—you will get more accomplished in less time.

8. **Don’t Over-Extend Yourself** – Start saying no to things that don’t really speak to what you like to do—you’ll be less stressed and happier.

9. **Slow Down** – If you pay more attention to the details of the world around you, time will slow down. Be mindful. Reflect on the details.

10. **Stay in the Moment** – Become aware of the present instead of always looking down the road to the next deadline or appointment.

11. **Share Your Time** – You change your view of time when you give it away. When the focus is outward, your perspective of time changes.

If you are an LWTech student receiving federal food stamps and have applied for FAFSA, you may be eligible for benefits from Basic Food Employment & Training (BFET). These could include a book stipend, childcare, and advising. Please visit Katie Viola in W207 for more information.

Counseling Services
LWTech offers students free, short-term counseling (3-5 sessions). Community resources, advocacy and referrals are also available. Please visit W207 to make an appointment. If you are experiencing an immediate crisis, call the Crisis Clinic at (206) 461-3222.

TRiO Happenings
One-on-One Tutoring—During spring quarter, 60 students requested one-on-one tutoring and received 323 hours of this service. Stop by E214B this summer quarter to request a tutor.

The Learning Lab—The Lab has been open in E214 for one year already. This year 583 students visited The Lab 4035 times.

Congratulations TRiO Students—Seven TRiO students were accepted into bachelor’s programs here at LWTech. BTAD: Sally Bergman & Emmanuel Adam. BAS-PH: Tammie Bennett, Olivera Dobranic, Carl Hellard, & Barbara Pennington. BAS-TLM: Lester McGuire.

Welcome Aimee to TRiO
Aimee Brown is the newest TRiO Career Specialist. She grew up in Texas and graduated from the University of Texas at Austin with a B.A. in Psychology. She has had many experiences in higher education working at the high school level in college access, the university level as a tutor and mentor, and the community college level in Career Services. Most recently, she graduated from Harvard Graduate School of Education with a master’s degree in Higher Education. Aimee recently moved to Seattle and is excited about being part of the TRiO team at LWTech. She is looking forward to meeting students in The Learning Lab and in the TRiO office. Stop by E214B to say hello.

The Learning Lab
Supporting ALL LWTech Students
In Sciences, Pre-Requisites, Math, English, & More
Open Monday—Friday
8:00 a.m.—4:00 p.m. in E214
Support from Staff & Faculty and Certified Tutors
Monday—Thursday 9:00 a.m.—3:00 p.m.
Friday 9:00 a.m.—2:00 p.m.

TRiO Participants receive FREE Printing & Copying*
*Please note that due to limited funding, printing and copying are at the discretion of TRiO staff and will usually not exceed 10 pages. No color printing or copying will be provided.

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SQ3R—Understanding What You Read

The SQ3R method helps you to actively study textbooks and readings in order to retain the concepts of the material. With this method, you can also set realistic study sessions—keep sessions brief (15-20 minutes) and free from outside distractions. Repeat steps 1-4 until you complete the chapter. Save the REVIEW step until you are done reading.

1. **Survey** - Quickly examine the major headings in a chapter. These can give you an idea of the general structure and content. Read the introduction, summary and review questions (if available).

2. **Question** - Take what you learn from the chapter headings to create questions that you will answer while you read. Keep the questions general, covering main ideas and important points.

3. **Read** - Divide the material into easy to read sections (usually based on the section headings in each chapter). Read the material section by section and look for answers to your questions. Pay attention to charts, graphs, tables, and pictures. Make sure you understand what you read before moving on to the next step.

4. **Recite** - Go back through the section you just read and take notes or highlight key points and main ideas. Taking notes and highlighting after you read will keep you focused on the most important information so you don’t end up highlighting too much. Generally, the most important information is in the first and last sentence of a paragraph.

5. **Review** - After finishing the entire chapter, scan over the reading and review the information aloud or in your head. Try to identify overall themes and relationships among concepts.

*Adapted from WWU Tutorial Center and LWTech TRiO Projects Study Skills Program*

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**WorkPlace 101 Workshop Series**

A workshop will be offered August 6 on the topic of resumes, and August 13th on the topic of interviewing.

**Career Choice Workshops**

1st and 3rd Friday of every month at 10am.

Please visit W207 for more information on career and job assistance.

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“I've learned that people will forget what you said, people will forget what you did, but people will never forget how you made them feel.”

*Maya Angelou*
Seattle Area Events—July & August

**Redmond Derby Days** (July 11-12) Kids parade, grand parade, bike race, 5K, carnival, beer/wine, and fireworks at Redmond City Hall.

**Dragon Fest** (July 12-13) This annual two-day Pan-Asian American street fair includes kids & family activities, authentic cultural performances, $2 Food Walk, Anime costume contest, and over 100 booths featuring arts & crafts, local business, community organizations and much more!

**Bite of Seattle** (July 18-20) The Northwest’s premier food festival. Fifty restaurants, cooking demos, wine tasting, beer garden, entertainment. Free admission.

**Capitol Hill Block Party** (July 25-27) Capitol Hill Block Party is a 3-day music and arts festival, celebrating Seattle’s iconic arts and music center, Capitol Hill. CHBP takes over six city blocks for 3 days in the heart of this Seattle neighborhood, and showcases over 100 local and national artists.

**Seafair Fleet Week and Festival** (July 30th-Aug. 3) Seafair Fleet Week has been a tradition in Seattle since 1950 with multiple ships annually coming into the Port of Seattle to celebrate this region’s premier summertime festival. In partnership with Navy League Seattle Council and Port of Seattle, Seafair Fleet Week honors the men and women of the military who proudly and courageously serve our country! The festival continues through the weekend with hydroplane races, air show, food, and more.

**Kirkland Summer Fest** (Aug. 8-10) A celebration of art, music, food, and family fun on the Kirkland waterfront. Three days of visual and performing arts, over 50 performances, spectator sports, family rides, and entertainment, over 150 vendors and food trucks on the streets of downtown.

**Chief Seattle Days** (Aug. 16-18). A 3-day public festival established in 1911 to honor Chief Seattle, a famous leader of the Suquamish People for whom the City of Seattle is named. Canoe races, parade, vendors, Powwow, sports tournaments, 5K, salmon bake, and more.

**Evergreen State Fair in Monroe** (Aug. 21-Sept. 1) Meet farm animals, watch pigs race, eat fair food, enjoy the rides, and catch a show.

**Bumbershoot** (Aug. 30-Sept. 1) Celebrate the end of summer at Bumbershoot, a spectacular music and arts festival that draws crowds to Seattle Center on Labor Day weekend.

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Financial Aid Office

Remember to apply for financial aid each year by completing a new [FAFSA](https://www.fafsa.gov). Check your award letter on the [Student Portal](https://studentaid.gov). If you are receiving student loans, a new Loan Request Form must be completed.

For more information, visit W209.

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Opportunity Grant

Designed to help low-income students studying for high demand career fields such as Accounting, Allied Health, I-Best, and Business Technology. Services provided include tuition and fees assistance up to 45 credits, a book stipend, and educational advising and planning.

For more information, visit W207.

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WorkFirst

This program helps eligible TANF recipients with their educational goals through training, support, referrals, and possible tuition assistance.

For more information, visit W207.
Veterans Services
LWTech is proud to assist all Veterans, reservists, active duty personnel and eligible family members who receive Veteran's Administration education benefits.

For more information visit W207.

Worker Retraining
Laid off workers, displaced homemakers, military veterans, and previously self-employed LWTech students may be eligible for this program. This program provides tuition assistance, career counseling and priority registration.

For more information visit W207.

The enclosed materials were compiled through grants from the U.S. Department of Education. However, the contents have not been reviewed by the Department and no endorsement should be inferred. The Lake Washington Institute of Technology Student Support Services TRiO Projects are 100% federally funded annually at $420,840.

TRiO Projects
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The mission of the TRiO Projects at Lake Washington Institute of Technology is to increase the retention, graduation and transfer rates of eligible students. This is accomplished by providing supportive services such as tutoring, academic counseling, educational planning, academic success workshops, learning labs, financial education and transfer assistance.

The purpose of TRiO Projects is to assist first-generation and/or low-income students and students with disabilities in achieving their post-secondary academic ambitions. Students are encouraged to complete their associate degree or certificate programs and, whenever feasible, enter a bachelor’s level program at LWTech or transfer to a four-year institution. TRiO Projects are committed to making college a rewarding and successful experience for each student participant.

Campus Events—July & August

July
7—Summer Quarter Begins
9 (6:00pm, A102) - BAS in Transportation & Logistics Management Info. Session
10 (5:00pm, A102) Bachelor of Applied Science in Public Health Info. Session
18—Career Choice Workshop
22 (6:00pm, A102) - BAS Transportation & Logistics Management Info. Session
31 (5:00pm) - Family Movie Night: Frozen

August
1—Career Choice Workshop
6 (noon, W204f) - Workplace 101 Workshop on Resumes
7 (5:00pm, A102) Bachelor of Applied Science in Public Health Info. Session
13 (noon, W204f) - Workplace 101 Workshop on Interviewing
13 (3:00-7:00pm) - LWTech Redmond Open House
15—Career Choice Workshop
19 (11:30, East Mall) - US Army Recruiting
21 (6:00pm, A102) - BAS Transportation & Logistics Management Info. Session
29—Summer Quarter Ends

Weekly
Worker Retraining—Tuesdays at 8:30am, W213C and Friday at noon, W213C
FAFSA Online Workshops—Thursdays at 3:00pm, W113

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