

Individual Meeting Assignment

Assignment:

You and I will sit down for a 20-minute, individual video meeting at the beginning of the semester. This meeting is an important time for us to get to know one another and start the semester off on the right track.

Purpose:

This meeting will:

- Allow us to get to know each other at the beginning of the semester.
- Provide an opportunity for you to ask questions and get direct answers and/or feedback on assignments.
- Provide an opportunity for you to practice simple yet important life and meeting/interview skills.
- Help you to think about self-care and what you need this semester in order to thrive.

Preparation:

Prior to your meeting, you need to locate your individual Google Drive folder, which I will share with you during Week 1, and complete the written portion of this assignment. I expect you to take this assignment seriously and put your full effort into answering the questions I have provided.

You should also prepare yourself mentally to have a one-on-one conversation with me. Items to consider include the placement of your video screen (can I see you, is the angle appropriate), your location for the meeting, your tone and the volume of your voice, eye contact, and your ability to maintain a dialogue with me.