Using Summer Months Effectively

If you're going to work this summer, think about making the best use of your time.

Tips from Noah Shusterman
("Planning a Productive Summer," *The Chronicle of Higher Education*, 2/28/2013)

Treat your summer writing projects like a long road trip
- Know what you want to work on first then start writing early (avoid too many pit-stops!)

Have an insanely ambitious plan
- Prioritize what you will do and when before summer begins – give yourself something to strive for:
  - Words per day?
  - Time per day?
  - Publication goals by the end of summer?

Set achievable goals
- Keep in mind what's in your control – and what's out of it

Never double down
- Didn't make your goal of 1,000 words today? Don't go for 2,000 tomorrow. Stick to your daily goals as well as weekly and monthly goals or you'll feel overwhelmed

Focus early, wander late
- Accomplish some of those goals before you broaden your scope (do your sightseeing after you get there, not when you still have driving to do!)

When it's vacation, it's vacation
- It is summer, after all! Take a break (or five!) and enjoy your hard work.
- Taking a break means taking a break. Don't go on vacation and bring your laptop. Focus on one thing at a time.

Happy End of the Semester!