

KANSAS STATE UNIVERSITY



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WORK-SCHOOL-LIFE BALANCE TIPS FROM K-STATE DISTANCE STUDENTS

Posted on: February 14, 2014

We know that our students are often juggling many responsibilities, so we went to [Facebook](#) to ask them what tips and advice they would give to students who may be struggling on how to best balance work, school and life.

Organized Schedule

It seems that most people rely on a good calendaring system to stay balanced.

- A good desk calendar to keep track of due dates!
- Keep a detailed planner and have a binder for each class. This will keep you from wasting time looking up assignment due dates and looking for course materials.
- It is all about time management and keeping a daily planner. And of course sticking to it!
- Keep a schedule! My color-coded calendar saved me!
- Make a schedule of tasks.
- I use a calendar too, but I also use lists. There's nothing as satisfying as crossing things off a list!
- I use the calendar on my iPad to keep due dates straight. Then I plan my week according to my due dates.
- I use a Google calendar to plan out assignments. It also helps to make sure you schedule quiet time to get the reading done. Otherwise, you may never have the time to sit down and get it done!
- Calendar, lists, notes and setting a schedule for each day and each task!
- Everything is on a calendar.

Time Management

MARK YOUR CALENDAR

March 17-21

Spring Break

March 24

Enrollment for Summer and Fall 2014 semesters begins

March 31

Last day to drop a regular session course

April 5

All University Open House

April 25

Last day for graduate students to confirm (online) May

commencement attendance and submit documentation for graduation

May 9

iSIS Graduation Application closes for all Spring candidates

May 12-16

Finals Week

May 16

Graduate School Commencement

May 17

Undergraduate Commencement

May 21

Final grades available in iSIS

HELPFUL LINKS

Connect to campus and distance education students on [Facebook](#).

Stay up-to-date on the news through the [K-State Collegian](#).

Share your art, stories, questions and comments at the [University Life Café](#).

Many students also say that prioritizing your time is crucial.

- Try to get things done early so you are not rushing to get them done at the last minute.
- Plan ahead as much as possible.
- Doing lectures/homework while the kids are at school or after they are in bed.
- Don't get behind. Set time aside to study daily.
- I also try to focus on one task at a time. I end up working more efficiently in the end, and have extra time to spare!
- Balance means being able to organize your time and plan for success. Know what needs to be done when so you will not miss a deadline or anything important.
- Prioritize!
- I barely balance work and life but I give it a try by taking one thing at a time.
- I plan evenings to do homework...the same evenings that my husband goes to class. That way I know I have those days set aside for homework just like if I had to go to class.

Personal Care

One aspect of time management that some students say you can't forget is taking care of yourself.

- Good nutrition and adequate sleep.
- And a trip to Varsity Donuts helps too!
- Prioritize your assignments and still leave time for your family and self-care. If you don't you get upside down fast.
- Don't forget to take time for yourself!
- Take ME time!
- Don't forget to block out time for yourself!
- I'm one of those people who can work for hours, so it's important for me to "schedule" down time or I will just keep working.

Strong Support System

Others find that a good family support system is essential.

- A very loving and supportive wife who is there to pick up the slack. Dedication and commitment to do well are the other things that helped me get through finals.
- Constant communication with family. Having a supportive spouse is critical.

Which of these strategies work for you? What additional tips do you have for balancing work, school and home? Leave a comment and let us know!

[No comments](#) | **Posted In:** [Student Stories](#)

DIVISION OF CONTINUING EDUCATION SCHOLARSHIPS PROVIDE FINANCIAL SUPPORT

Posted on: January 28, 2014

Kansas State University's [Division of Continuing Education](#) has awarded \$26,400 in [scholarships](#) to distance education students across the country for the spring 2014 term. This is the largest amount of scholarship funding the division has awarded for a single semester.

Dave Stewart, associate dean of continuing education, said the division fundraising team worked to increase the amount and availability of scholarship funding.

"We were able to provide increased support directly from our own budget, as well as provide links to other scholarship sources for distance students," Stewart said. "In the future we will be exploring other opportunities to increase and expand our support to establish an endowed scholarship fund."

The Division of Continuing Education's DCE Scholarship for Distance Students offers \$900 to undergraduate students and \$1,200 to graduate students, and the Maurine Allison O'Bannon Memorial Scholarship provides \$1,000 awards. Both scholarships are available to Kansas State University students pursuing a degree program through distance education.

"Scholarship support is very important to distance and nontraditional students who have many other financial obligations in their lives," said Stewart. "This support often makes the difference in being able to continue with their education or having to drop out."

The division's spring 2014 scholarship recipients include:

Ashley MacKinnon, senior in dietetics, **Fort Riley**, DCE Scholarship; Alex Arnold, junior in animal sciences and industry, **Fort Scott**, DCE Scholarship; Ariel Dowdle, senior in interdisciplinary social science, **Lawrence**, O'Bannon Scholarship.

From **Manhattan**: Michelle Graham, junior in general business, O'Bannon Scholarship; Winnie Knapp, master's student in personal financial planning, DCE Scholarship; and Angela Lara, junior in general business, O'Bannon Scholarship.

Erin Mosiman, senior in general business, **Newton**, DCE Scholarship; Rebecca Sombatchareun, senior in family studies and human services, **Pleasanton**, O'Bannon Scholarship; Kyle Bures, master's student in academic advising, **Princeton**, DCE Scholarship; and Derek Judd, senior in general human ecology, **Wichita**, O'Bannon Scholarship.

From out of state:

Patrick Lowery, master's student in merchandising, **Orlando, Fla.**, DCE Scholarship; Anne Combs, master's student in adult and continuing education, **Hunter Army Airfield, Ga.**, DCE Scholarship; Robin Durain, senior in dietetics, **Cedar Rapids, Iowa**, O'Bannon Scholarship; Erin Schultz, senior in dietetics, **Dearborn, Mich.**, DCE Scholarship; Kathleen O'Leary, master's student in academic advising, **Hamilton, Mont.**, DCE Scholarship; Karyn Raney, master's student in academic advising, **Schenectady, N.Y.**, DCE Scholarship; Diana Lovendino, master's student in academic advising, **Midwest City, Okla.**, DCE Scholarship; Johnny Hedgepath, master's student in academic advising, **Bluff City, Tenn.**, DCE Scholarship; Cornell Sneed, master's student in academic advising, **Johnson City, Tenn.**, DCE Scholarship; Spenser Simpson, master's student in academic advising, **Provo, Utah**, DCE Scholarship; Abderrahmane Elandaloussi, master's student in electrical engineering, **Pullman, Wash.**, DCE Scholarship; and Ryan Kernan, master's student in academic advising, **Tacoma, Wash.**, DCE Scholarship.

The deadline to apply for summer and fall scholarships is April 1, 2014. Application guidelines and further information on these scholarships and others can be found on the [Financial Aid and Scholarships webpage](#).

No comments | **Posted In:** [Student Services](#)

CONTINUING EDUCATION STAFF CONTRIBUTE TO DISTANCE STUDENT SCHOLARSHIP

Posted on: January 17, 2014

Staff and guests of the K-State Division of Continuing Education raised \$500 in donations through a dessert silent auction on Nov. 13 in the College Court building. Desserts were prepared by continuing education staff, with proceeds going toward the division's distance education student scholarship funds through the All-University Campaign.

"The division is always looking for more scholarship opportunities for distance education students," said

Lynda Spire, assistant dean of continuing education. "This was our way of making a difference together to help support the university and the students we serve."

The division's participation in the All-University Campaign is currently at 91 percent, the highest to date.

[No comments](#) | **Posted In:** [Events](#)

HAPPY HOLIDAYS

Posted on: December 23, 2013

The Division of Continuing Education would like to wish you happy holidays and a safe and enjoyable winter break. Congratulations to all of our Fall 2013 graduates—we're so happy you'll be joining our family of Wildcat alumni!

Our blog will be quiet over winter break, but we'll be returning the week of January 13, just in time for the Spring 2014 semester.

[No comments](#) | **Posted In:** [Uncategorized](#)

ONLINE GRADUATES SHARE THEIR EXPERIENCES

Posted on: December 18, 2013

Three graduates from the online Master of Science in Adult and Continuing Education program have shared insights into their online experiences, challenges and strategies in a series of videos. If you are finding online learning challenging or just want some additional motivation, listen to what some of our graduates have to say.

- [Online Learning Talk Series 1/4: First Online Learning Experience](#)
- [Online Learning Talk Series 2/4: Challenges and Strategies of Online Learning](#)
- [Online Learning Talk Series 3/4: Strategies for Joining Online Discussion](#)
- [Online Learning Talk Series 4/4: Strategies for Online Group Assignment](#)

We hope you find these helpful and informative!

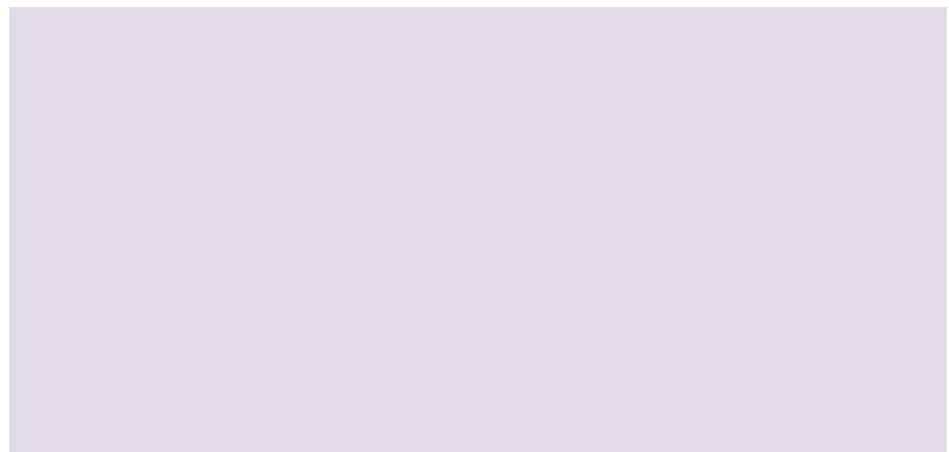
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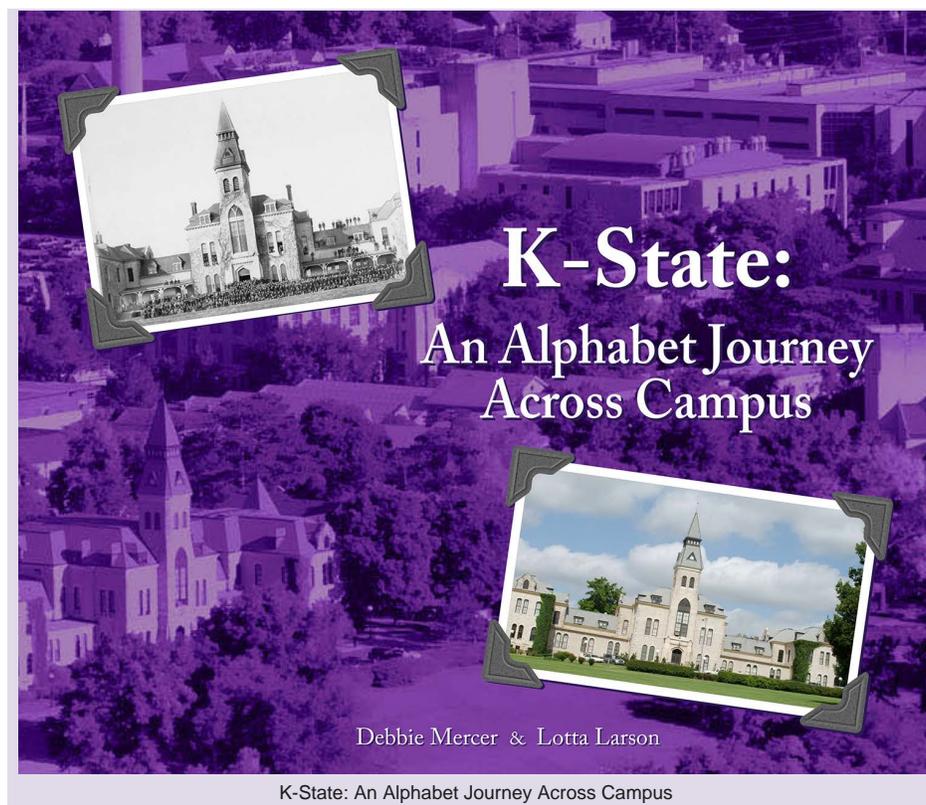
K-STATERS PUBLISH BOOK ABOUT K-STATE TO FUND FUTURE K-STATERS

Posted on: December 11, 2013

Family, friendship and fun are at the heart of a new book published by two College of Education faculty members who are donating their profits to support scholarships for preservice teachers.

"K-State: An Alphabet Journey Across Campus" was written by Debbie Mercer, dean of the college, and Lotta Larson, associate professor of curriculum and instruction. And it literally covers campus from A-Z.





“As former elementary teachers and literacy researchers, we thought this would be a creative way to promote K-State and literacy,” Larson said. Larson also teaches distance courses through the Division of Continuing Education.

The concept of this book came to life after Mercer visited several Big 12 campus bookstores and discovered many institutions had captured their heritages through children’s books.

“I was amazed at the number of books for children, introducing customs and traditions to young readers about a particular school,” Mercer said. “As I researched what was available about K-State, I was a little disappointed. Thus, the idea to write one ourselves.”

The process started three years ago and included many hours of research. Larson said numerous undergraduate and graduate groups were queried for their input. Groups were given a page with a list of the letters of the alphabet and asked to fill in words they associated with that letter and K-State. The most frequently identified words were used for the corresponding letter in the book, and the background of each page is sprinkled with highest-ranking words.

“We are so grateful to each person who helped make this book possible,” Mercer said. “Our greatest hope is that each person who reads this books sees a familiar face or can be reminded of a special day or event on campus and it brings back fond memories of K-State.”

The book is \$19.95 and the authors’ profits will be donated to a scholarship fund for preservice teachers in the college. Copies are expected to arrive in 6 Bluemont Hall the week of Dec. 16. To check on availability, please call the dean’s office at 785-532-5525.

Books can be ordered [online](#) with additional charges for shipping and handling.

Mercer and Larson invite readers to post comments about the book on their [Facebook page](#).

[No comments](#) | **Posted In:** [Faculty](#)

VIRTUAL COMMENCEMENT

Posted on: December 9, 2013

The K-State Division of Continuing Education's [Virtual Commencement website](#) brings the graduation experience to distance students.

We hope that many of our distance students are able to travel to the K-State campus to celebrate in person, but we know that isn't always feasible. K-State offers the Virtual Commencement website as a way to honor and celebrate their accomplishment.

K-State faculty, staff, family and friends of graduates can visit the virtual reception area and leave messages of congratulations for the summer and fall 2013 graduates. Leave your messages [here](#).

[No comments](#) | **Posted In:** [Events](#)

ACADEMIC ADVISING DISTANCE STUDENT PUTS HER LEARNING INTO PRACTICE

Posted on: November 22, 2013

We're excited to share with you the winner of our Distance Learning Essay Contest from National Distance Learning Week. Students were asked to answer the question, "How has distance learning at Kansas State University affected the way you are reaching your goals?" We had some amazing responses, and it was so much fun to read everyone's stories. Kathleen O'Leary was chosen as the grand prize winner, and we hope you're as inspired by her story as we are!

My name is Kathleen O'Leary. I am a 49-year-old K-State graduate distance learning student pursuing an M.S. in Academic Advising. It's been 20 years since I completed my B.A. degree, and I am excited to say that I'm more than halfway through my second semester in the master's in academic advising program. I am learning a tremendous amount about the academic advising profession and am already applying everything I've learned. Online learning wasn't an option when I was an undergraduate, so it's been a positive learning experience for me. What a great way to earn a degree!

I moved to Montana in 2010 and started working for a small, "grassroots" 2-year college in the Bitterroot Valley. The college was barely two years old, with approximately 100 students and two classrooms. I found myself in new territory and well outside of my comfort zone as far as my skills and background were concerned; however, playing a part in the birth of a brand-new college in a very rural community was and continues to be unbelievably exciting!

Impoverished, homeless, unemployed, single parent, recovering addict, abused, unprepared, elderly; these are common adjectives describing the "non-traditional" students to whom I serve as academic advisor. These are the students who have become my greatest passion. Never in my life have I seen such motivation, perseverance, willingness, invested effort to succeed and hope. These students have earned my greatest respect as well as my commitment to provide them with the highest quality of service and advising that I am able.

Kansas State University's distance education program is providing me with the quality education, tools, knowledge, confidence and understanding necessary to empower me to be the academic advisor that our students need and deserve for a positive and successful college experience. Best decision I've ever made!

[No comments](#) | **Posted In:** [Events](#), [Student Stories](#)

WINNERS ANNOUNCED

Posted on:

The Division of Continuing Education celebrated the third annual National Distance Learning Week (NDLW) November 11-15, 2013. NDLW is sponsored by the United States Distance Learning Association, and its purpose is to increase awareness and appreciation for distance learning and how it helps people reach their educational goals.

The week consisted of a series of social media contests and prize packages from [Varney's](#) and [GTM Sportswear](#) were given to the following winners:

- **Willie photo contest** on Monday, November 11: Jennifer Haake
- **K-State song contest** on Tuesday, November 12: Jennifer and Hayden Haake
- **Virtual Scavenger Hunt** on Wednesday, November 13: Erica Villarreal
- **K-State gear photo contest** on Thursday, November 14: Anne Pitts
- **Traveling Willie photo contest** on Friday, November 15: Anne Pitts

Anne Pitts was given this year's Most Active Participant Award and received a copy of the commemorative 150th anniversary book "[Generations of Success – A Photographic History of Kansas State University 1863-2013.](#)"

Our grand prize contest was a Distance Learning Essay Contest. Students were asked to answer this question in 300 words or less: "How has distance learning at Kansas State University affected the way you are reaching your goals?" Kathleen O'Leary, a distance student in the academic advising program, won this year's essay contest. Kathleen will receive a \$150 gift card to Varney's and her essay will be featured in an upcoming blog post.

We received many great contest entries and thoroughly enjoyed interacting with our distance students. We would like to thank all the students that participated.

[No comments](#) | **Posted In:** [Events](#)

NATIONAL DISTANCE LEARNING WEEK

Posted on: November 6, 2013

Join Kansas State University's Division of Continuing Education November 11-15, 2013 in celebrating [National Distance Learning Week](#)! Watch [our video](#) to find out how you can be a part of the fun.

Sponsored by the United States Distance Learning Association (USDLA), National Distance Learning Week helps increase awareness and appreciation for distance learning and how distance learning helps people reach their educational goals.

Connect with us on [Facebook](#) and [Twitter](#) to participate in daily social media activities during National Distance Learning Week for a chance to win prizes! Remember to tag your posts with #KStateDistance. If you don't use social media, you can also participate by submitting your entries to us via email at informationdce@k-state.edu.

In addition to social media activities, we will also have a distance learning event booth at the K-State Student Union, an online video chat event, activities for our on-site testers and more! Our grand prize activity is a [Distance Learning Essay Contest](#).

For a complete list of activities and events and how to participate, visit our [National Distance Learning Week website](#).

Thank you for helping us celebrate and for supporting distance learning at K-State!

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