## **Study Group Set-Up Questions**

Purposeful planning before your group meets can reduce challenges (organization and communication) and help set up your group for success. Consider having a planning meeting before you meet to study together. Working through these questions as a group can be a good starting point for establishing expectations, creating structure and designing a group experience that will work for everyone.

| Questions   | Your Group's Answers |
|---|----------------------|
| What is the purpose of our study sessions?  |                      |
| Are we studying weekly to review major concepts? Meeting a week before exams to self-test? Checking in bi-weekly to see what questions we can help each other answer?                       |                      |
| What expectations or recommendations, if any, does our instructor have?   |                      |
| Our instructor may have expectations around work done as a group vs. individually. Check in with our instructor so we can meet expectations and make the best use of our study session.     |                      |
| When will our group meet? How often will our group meet, and for how long?  |                      |
| Remember to include time zone information when planning and try to identify a time that works for everyone. Be sure to choose a frequency and length of time that meets your group's needs. |                      |
| How will we contact each other between meetings or with any updates?  |                      |
| Keep in mind that group members' communication preferences may differ, and be respectful if someone would rather not share personal information (i.e., phone number).                       |                      |
| How late is too late to contact each other?   |                      |
| Remember that everyone has varying schedules. Make plans to communicate at times that respect other people's availability.  |                      |
| What expectations do we want to put in place?   |                      |
| Agreeing on expectations for things like communication and distractions can help study sessions go more smoothly.   |                      |
| How should we prepare for the study group?  |                      |
| What should individuals already have done before meeting in order to get the most out of the study session?   |                      |
| What roles will people have in the study session?   |                      |
| Having roles like meeting host, activity facilitator, notetaker, etc., can ensure that the group meets its goals while minimizing technological challenges.                                 |                      |



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