

STRATEGIES AND HABITS OF SUCCESSFUL SCHOLARS

Adapted with permission from Summers Kalishman, Patricia O'Sullivan, Lynne Robins, and Sebastian Uijtdehaage.

Use effective **time management** and find **people** to support you.

1. Give up on binge writing. Instead, work in small, regular bursts of time (become a “snack writer”). Check out pomodorotechnique.com.
2. Create a to-do list with manageable tasks. Break down large tasks into smaller bits (e.g., “write method section” instead of “write paper”). Set deadlines.
3. Negotiate dedicated scholarship time and block your calendar.
4. Avoid distractions, interruptions. Respond to email twice/day and close it the rest of the day.
5. Develop a research “program” (vs. opportunistic research).
6. Seek out colleagues you enjoy working with and collaborate with them.
7. Find a critical friend/colleague who is willing to review and edit your work (and agree to do the same for them).
8. Find a mentor who can advise you on your scholarship.

Create an **environment** conducive to scholarship

9. Take advantage of opportunities to learn and be inspired locally through workshops, presentations, etc.
10. Capitalize on resources and materials available to you (librarians, space, software, staff, IT infrastructure, etc.).
11. Stay current and connected to the literature (and use technology to help; e.g., Twitter, Google Scholar, etc.).
12. Create a journal club or “community of education scholars.”

Continue to develop your **leadership** skills

13. Participate actively in professional organizations.
14. Take advantage of all funding opportunities (e.g., regional association mini-grant programs).
15. Appreciate the benefits of scholarship and approach all educational activities in a “scholarly manner.” Make your work as an educator valued and visible in order to advance academically.
16. Consider a rejection as useful formative feedback to improve your scholarship.