12 TIPS FOR NAVIGATING TENURE & PROMOTION

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Do establish a weekly schedule.

Do set short-, medium- and long-term goals.

Do join a writing group.

Do seek out time-saving teaching resources.

Do be a good citizen.

Do ask for help.

Don’t overextend.

Don’t gossip.

Don’t accept information secondhand.

Don’t compare yourself to your colleagues.

Don’t be afraid to apologize when you mess up.

Don’t panic.