



Starfish Growth Mindset
Email Message Templates

August/01/2018

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Introduction

In response to a growing body of research surrounding the influence of mindset on resiliency and persistence, MSC Southeast has revised our tracking item message templates to reflect a growth mindset perspective. These templates include design principles that encourage positive attitudes and beliefs regarding students' ability to learn that promote positive learning outcomes.

Addressing common psychosocial barriers is a key component of effective interventions, since behaviors are influenced by thoughts, feelings, and beliefs. Even subtle messages that convey a sense of belonging at your institution and normalize uncertainty and struggle as a part of the college experience can have a profound impact on student engagement and overall success.

Hobsons-Starfish has offered these as best practice examples and invites us to make them a unique reflection of our institution's commitment to student success.

For more information on growth mindset research, visit the reference list at the end of this document.

Sincerely,



Daniel Bernstrom
LRC Coordinator
651-385-6329
dbernstrom@southeastmn.edu

Message Templates

Attendance Message to Student (Growth Mindset)

From: [Instructor]
Reply to: [Instructor]
Subject: We miss you in class

Hi [Recipient First Name]

Class isn't the same without you!

You can be successful in your academic studies, and attending class is the first step to accomplishing your goals. Missing class can affect your grades and possibly your financial aid. I want you to complete class successfully. Is everything okay?

Sincerely,

[Raiser Name]

Low Participation Message to Student (Growth Mindset)

From: [Raiser Name]
Reply to: [Raiser Name]
Subject: We want to hear from you in [CourseName]

Dear [StudentFirstName],

Our class benefits when you share your insights. I enjoy hearing from all my students, and I'd like to hear more from you. The more you participate the more you remember.

There are lots of ways to share your ideas. Feel free to talk to your classmates or myself about ways to communicate your thoughts.

I look forward to hearing from you!

Sincerely,
[RaiserName]

Low Average System Flag Message to Student (Growth Mindset)

From: [mirwin@southeastmn.edu]
Reply to: [mirwin@southeastmn.edu]
Subject: You're not yet passing [CourseName]

Dear [StudentFirstName],

Based on your current grade, you're not yet passing [CourseName], but you can change that. A struggle is just an opportunity for growth, and it's common for students to go through challenges like this and overcome them.

Here are some academic steps that your peers have taken to be successful:

1. Attend and participate in all class activities
2. Take **good notes**
3. **Study** frequently
4. Attend **tutoring**

If your struggle is not class related, please contact your Instructor directly or, for a list of services, visit your **My Success Network** in Starfish.

Sincerely,

Melissa Carrington-Irwin
Red Wing Campus
Academic Advisor
mirwin@southeastmn.edu

Jackie Haas
Winona Campus
Check & Connect Coach
jhaas@southeastmn.edu

Non-Attendance Message to Student (Growth Mindset)

From: [Raiser Name]
Reply to: [Raiser Name]
Subject: We miss you in [CourseName]

[Student First Name] ,

Your classmates who {participate in/attend} their courses are more likely to succeed in the class. According to my records, you have not yet actively participated/attended [Course Name].

[Raise Notes]

If there is a reason you cannot attend this class {as scheduled}, please **contact these advisors:**

Melissa Carrington-Irwin
Red Wing Campus
Academic Advisor
mirwin@southeastmn.edu

Jackie Haas
Winona Campus
Check & Connect Coach
jhaas@southeastmn.edu

If you need technical help, please contact our **IT Services:**

Tim VanLoon
Instructional Technologist
tvanloon@southeastmn.edu
507-453-2722

Sincerely,

[Raiser Name]

In Danger of Failing Message to Student (Growth Mindset)

From: [mirwin@southeastmn.edu]
Reply to: [mirwin@southeastmn.edu]
Subject: Don't go off your path! Action Required in [CourseName]

Dear [Student First Name],

Your instructor let us know that you are in danger of failing [Course Name]. They reached out to us because they care about you and your academic success. It's common for students to go through challenges like this and overcome them.

[We recommend contacting your instructor immediately to see what can be done to raise your grade in this course...]

Sincerely,

Melissa Carrington-Irwin
Red Wing Campus
Academic Advisor
mirwin@southeastmn.edu

Jackie Haas
Winona Campus
Check & Connect Coach
jhaas@southeastmn.edu

Recommendation to Withdrawal Message to Student (Growth Mindset)

From: [Raiser Name]
Reply to: [Raiser Name]
Subject: Stay on your academic path

[Recipient First Name],

You have not yet progressed to a passing grade in [Course Name] and time is running out this term. **But**, students who took these two steps were more likely to continue on their path.

1. Meet with your **academic advisor** or instructor to talk about withdrawing from this course.
2. Talk with someone in **financial aid** to be sure you won't owe money (even if you don't get financial aid).

Let me know if you need anything else from me or have any questions.

Sincerely,

[Raiser Name]

Missing/Late Assignments Message to Student (Growth Mindset)

From: [mirwin@southeastmn.edu]
Reply to: [mirwin@southeastmn.edu]
Subject: You have not yet submitted assignments in [CourseName]

[StudentFirstName],

Students who complete assignments on time and interact with course material frequently are more successful in the class.

According to my records, you have not {yet} submitted one or more assignments.

[RaiserNotes]

Please contact me to talk about your next steps regarding this work.

Sincerely,

[RaiserName]

Kudos Message to Student (Growth Mindset Template)

From: [Raiser Name]
Reply to: [Raiser Name]
Subject: Keep up the good work in [CourseName]

Dear [Student First Name],

Congratulations! You've Received a [Kudos Name] Kudos!

Way to go! Your classmates and I appreciate your dedication and hard work in the classroom.
[Raise Notes]

Continuing these good habits will lead to your success in the course! I know how hard you are working. Please celebrate yourself today!

Sincerely,

[Raiser Name]

I Need Help Confirmation to Student (Growth Mindset)

From: [mirwin@southeastmn.edu]
Reply to: [mirwin@southeastmn.edu]
Subject: Help is on the way!

Dear [StudentFirstName],

Thanks for being proactive in finding assistance. We have received the following request from you.

Category: [ITEMNAME]

Raised On: [DATE]

Your Comments: [RAISECOMMENTS]

You'll receive a response to your question shortly. We look forward to helping you!

Sincerely,

Melissa Carrington-Irwin
Red Wing Campus
Academic Advisor
mirwin@southeastmn.edu

Jackie Haas
Winona Campus
Check & Connect Coach
jhaas@southeastmn.edu

References

Videos:

1. TED Talk: Carol Dweck [The power of believing that you can improve](#)
2. TED Talk: Angela Lee Duckworth [The Key to Success? Grit](#)
3. TED Talk: Eduardo Briceño [Mindset and Success](#)
4. TEDEd: [Growth Mindsets and Motivation](#)
5. Young Minds 2013: [Teaching a growth mindset](#)
6. Dr. Greg Walton of Stanford University [talks about Belonging and College Persistence](#)
7. Carol Dweck: [Animation About Growth Mindset](#)
8. Khan Academy: [Growth Mindset Video](#)
9. [Overview of Mindset by Greater Good Science](#)
10. SciShow: [Your Brain is Plastic](#)
11. Carissa Romero: [Growth Mindsets](#)

Readings:

1. Dweck: “Mindset: The New Psychology of Success” (Book)
2. Dweck and colleagues: [“Growth Mindset and Educational Games”](#) (Web Article)
3. Hewlett Foundation: [“Academic Mindsets as a Critical Component of Deeper Learning”](#) (Article)
4. Walton: [“The new science of wise psychological interventions”](#) Current Directions in Psychological Science (Article)
5. Yeager & Walton: [“Social-psychological interventions in education: They’re not magic”](#) Review of Education Research (Article)