



Top Ten Online Learning Strategies During COVID-19

We know you may be feeling overwhelmed and anxious since your daily life has been disrupted. Things are changing every day, and it can be difficult to feel a sense of normalcy. While your usual routines and study habits may need to adjust to fit your new schedule, we wanted to offer some suggestions for easing the transition to online/distance learning, and to help you create new habits and routines to keep you academically successful.

Remember, YOU are in control of your learning, and we are here to support you!

1. Familiarize yourself with technology

- Being willing to learn about technology is incredibly important when transitioning to online learning.
- Getting familiar with the programs your professors are using, finding online resources, and learning new techniques are the first steps to successful online learning.

2. Create a dedicated study space

- Eliminating distractions by creating a space where you feel focused, organized, and prepared can help you stay on task and motivated.
- If you can't find a space in your home to be alone, set boundaries with your family members/roommates so they know you need to be focused on your work. For example, if you have headphones in, others know to give you your space. Or use a tri-fold poster board to make yourself a cubicle and section yourself off from the rest of the room.

3. Stay organized

- Planning ahead and using resources such as to-do lists or calendars will remind you of your deadlines, keep you organized, and ensure you don't get lost in your classes or miss assignments.
- Remember to refer to your lists and calendars frequently to stay on track.
- With some of your coursework changing from its original plans (adjusted assignments, changed due dates, etc.) it may be beneficial to look at each course and record those changes. Here is one example of how you could format this:

	Class 1	Class 2	Class 3
Important dates			Paper Due Friday
big changes	No lab Live lecture	Discussion optional Recorded lecture	May do paper instead of a group project
important links	Lecture link Office hours link	Discussion link Lecture link	Group paper folder

4. Set time limits

- Setting time limits for study or homework sessions helps to keep you focused and productive.
- Don't forget to take short breaks when needed.

5. Be flexible and diligent with group work

- Planning to work with others digitally is a little different than meeting in person, but collaboration is still possible! You may need to approach group work differently than you normally would.
- Find the mode of communication your group prefers best (video meeting, phone call, email, text, etc.) and meet regularly to keep in touch and stay on the same page.
- Have a set agenda or purpose for your meeting and prepare ahead of time with a list of questions or concerns to address during the meeting. This will help everyone stay focused.
- Avoid procrastination and check on each other. Delegating tasks to group members and having self-made deadlines for specific sections of the assignment will help all group members contribute and not let the project slip their mind.

6. Ask for help

- Sometimes things can be difficult to understand without an in-person explanation. Review assignments and class requirements on your own, and if there are things you do not understand, it is imperative that you ask your professor or classmates for help.
- Since you are responsible for your own learning, making sure you understand what is required of you is key to your success.

7. Actively participate

- Treat your online work as importantly as you would for an in-person class, and make sure to ask questions, provide feedback to professors and peers, and participate in class discussion just as you would in person. This helps to keep you engaged and interested in the content.

8. Hold yourself accountable and set goals

- Before you get started, identify your goals to help you stay focused and to eliminate wasted time.
- Checking in on your progress weekly is a great way to stay on track. Setting small, achievable goals can ensure that you are moving forward and being productive.
- If you are finding it difficult to hold yourself accountable, reach out to someone you trust to help you. Have them check in on you weekly to make sure you are staying on task.

9. Identify your learning preference

- Figuring out how you learn best will help make studying and learning on your own easier. Reviewing content in creative and unique ways that best suits your learning preference will help you understand and retain information more easily.

10. Don't give up

- If you're feeling frustrated, discouraged, or that you're lacking support, do not give up. Reach out to others and remind yourself that you're not alone! **This will pass, and normal life will resume. Keep trying your best, take care of yourself, and keep moving forward!**