

GETTING THE MOST OUT OF ONLINE LEARNING



Designate a Quiet Workspace

Ideal workplaces should be quiet, free of likely distractions, and physically separate from the couch, bed, or other leisure spaces. It may be useful to test a space's internet connectivity to ensure high-quality video when attending classes.



Create a Schedule

Deadlines can be harder to manage without the in-built, in-person reminders present in traditional classes. Creating a schedule with due dates and designated time for doing readings, watching lectures, and commenting on discussion boards can be useful in avoiding common pitfalls of online courses.



Stay Organized

Online courses often rely on alternative testing formats such as open book exams. Organizing notes and books into different sections and keeping centralized resources (e.g., formula sheets, vocabulary lists) can maximize efficiency at test time and when studying. Utilizing tools such as online folders, calendars, and notifications, can help to keep organized for assignments.



Practice with the Online Learning Platform

Log in early to the virtual classroom software to get a sense of the learning space before the first class. If classes are held on Zoom, hosting a practice meeting can provide an opportunity to test a computer's audio and video.



Know the Available Resources

Check the university resource page to learn about support services before there is an issue. Institutions often provide access to academic advising, tutoring services, writing and math labs, as well as mental health and well-being resources.



Keep Contact with Your Professor

Know your professor's virtual office hours and check in occasionally throughout the semester. Be an advocate for yourself, and make it known if you're struggling with a particular topic or need special accommodations.