

## ONLINE LEARNING

# 5 Tips for Success in your Online Classes

### APPROACH YOUR ONLINE COURSEWORK LIKE A JOB



Your learning is your responsibility. Plan for success - find out what you need to do each week. Look ahead and note any upcoming assignments, activities or tests you need to spend extra time on. Use a visual aid like a calendar to map these out so you can see at a glance what you need to work on.

### DEVELOP A STUDY PLAN



Online learning requires self-discipline. Having a set schedule each day will help you stay focused and on track. Schedule time to complete your readings and prep your work for your online classes. Remember to schedule regular breaks - take a walk, get some exercise, grab a coffee.

### SEPARATE "WORK" FROM "HOME":



If you are able, create a dedicated study space with few or no distractions. A distraction-free environment will help you stay focused and allow you to better engage in your learning.

### REACH OUT FOR HELP

Do not be afraid to ask for help. Whether you are new or a seasoned online learner, make sure you ask questions and get help when you need it. Your professors will post virtual office hours. Make sure you reach out to them early on and regularly if you have questions or need clarification about something.



### CREATE AN ONLINE STUDY GROUP

Learning together is effective but it is also fun and a great way to enhance your learning. Set up regular times to work and study with a group. An online study group will also help you keep each other accountable and stay on track.

