

Some Strategies for Online Learning

1. Minimize distractions

Before joining a virtual class, turn off electronic distractions or put them out of sight. This is a good idea all the time, and especially now. Don't open separate tabs to browse the internet or chat on social media. While working on a desktop, laptop, or tablet, turn off or disable notifications.

2. Set up a study area

Establish a command center at home or in the dorm. This should be a place where you can access technology, notes, and other study materials. The psychological component of establishing a territory to study should be taken seriously; every time you enter that space, your subconscious mind will understand you are there to work.

Consider ways in which to maximize or improve your study area. If possible, try to separate a workspace from a relaxation space. This will train the mind and body to be alert and ready every time you sit down to study. Beds are for sleeping; desks are for working.

Use the checklist below to assess your workspace. You likely need:

- A comfortable chair and a table or desk to spread books and papers out on.
- Two sources of light, one being natural sunlight.
- Pens, pencils, paper, calculator, and other tools.
- A room kept at a comfortable temperature.
- A quiet area away from others.
- A neat and orderly space.
- TV, telephone, and non-work-related technology that are not visible and have notifications turned off.
- If you're able to have a room alone, let everyone know that a closed door means study time.

3. Maintain a schedule

Even if your classes are meeting asynchronously, create a set time to complete assignments and participate in discussion boards. Now is the time to create a weekly schedule and stick to it.

4. Make a list

Develop a daily "to-do" list and check off items as you complete them — it really does work!

5. Be mindful of mental, social, and physical health

This is an extremely stressful time. Take breaks from the news. Reward yourself with short study breaks by taking a walk or a virtual hangout or chat with friends. Keep your regular morning routines — wake up early, shower, and get dressed every day. Make sure to keep a healthy diet going — a healthy body impacts a healthy brain.

6. Take advantage of all the resources and support!

Make use of any resources such as the prior lessons and any videos available and keep in contact with your teacher to assist with questions. This will help guide you when there is something you don't understand and can solve many problems you encounter.