

DISTANCE EDUCATION

Tips for Taking Online Classes



SET UP A STUDY SPACE

Decide where you can focus and work online and consider what tools you will need for your study space.



AVOID PROCRASTINATION

Put all due dates into your calendar(s). Break larger assignments into smaller tasks to complete. Reward yourself when you accomplish a goal.




USE MOBILE LEARNING

Consider using your phone or tablet to learn if there is a mobile app. This will help you maximize your study time.


ASK QUESTIONS & USE RESOURCES

Find out when your instructor holds virtual office hours. Ask questions and seek help, as needed. Make use of all resources.



CONNECT WITH CLASSMATES

Find a "study buddy" in the class. You can hold each other accountable and remind each other of due dates.



WORK AHEAD WHEN POSSIBLE

Depending on how your course is set up, it may be possible to read ahead and study ahead.

