

# 7 Tips for Online Learning



1

## Get Organized

- Keep a calendar, weekly chart, or list of all course work.
- Create a regular time to go onto the Moodle site to review updated assignments, grades, and related materials to support your learning.

2

## Make Time and Space

- Give yourself extra time to complete assignments.
- Begin assignments early so that if issues come up, you have time to make an appointment with faculty/instructors to seek clarity on the assignment.
- Identify and use a good study space.

3

## Learn the Technology

- Read course outlines for technology requirements.
- Watch for faculty/instructor emails and notices on Moodle
- Participate in the orientation session for using the teaching platforms Zoom, Collaborate, and Moodle
- Contact the IT Helpdesk for assistance, as required.

4

## Stay in Touch

- Use your faculty/instructor's virtual office hours, Moodle, or email to connect.
- Use classroom discussion forums to build community with your classmates.

## Get Help

- Don't wait until the last minute to reach out.
- Read course materials carefully, and reach out to your faculty/instructor.