Digital Learning Success

Workshop Goals:

- Students will be able to...
  - Reflect on their current approach to online learning
  - Identify new approaches to online success
  - Begin implementing techniques to put them on the path to success

The semester has moved online...what do I do now?

Getting ready to tackle your classes

- Though organization is important for in-person classes, it is even more vital in online learning.
  - Before you start thinking about class work, you need to make sure you are properly prepared.
    - Some things you need to think about using:
      - Planner
      - Electronic calendar
      - School email
      - Apps

Setting Up a Planner

- Have you used a planner? Is it a weekly planner? Semester planner?

- Make sure your planner is up to date with any changes to the syllabus.

- Don't like paper planners?
  - Make sure you don't dismiss this tip because it is low tech.
    - You can use the Calendar app on an iPhone or Google Calendar to achieve the same goal.
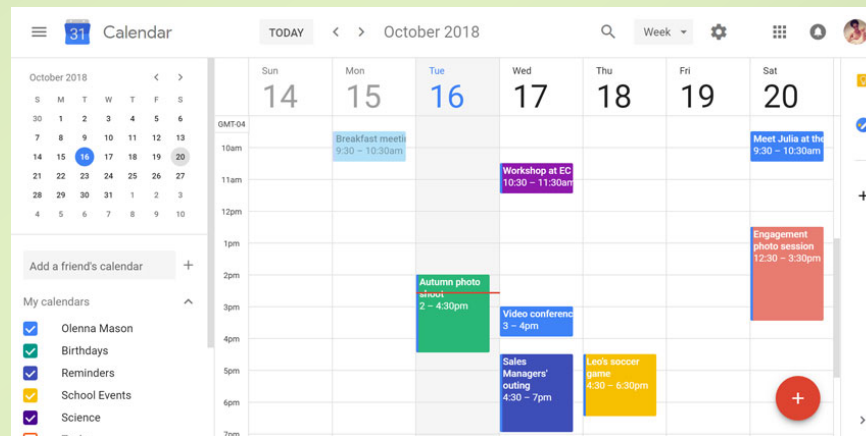
Keeping Up to Date

- Online courses can change rapidly… so make sure you don't fall behind.

- Get your school email on your phone.
  - Can forward it to the Mail app (iPhone) or download the Outlook app.
  - Make sure you get notifications from your school email and check every day.

- Access D2L via an app on your phone.
  - The Pulse app brings D2L to your fingertips for free.
  - Get notifications on your phone about new announcements, postings, and grades.

Doing your classwork

- When doing online classes, think about 3 factors:
    - Location
    - Time
    - Motivation

Location

- Where can you focus?
  - Find the space with the fewest possible distractions.
  - Try to make it separate from where you relax, sleep, and eat.
  - Make sure you have strong Wi-Fi and access to a charging outlet.

- Let others in your household know that this is your space and you would appreciate if they did not interrupt you.

- Eliminate distraction. Consider turning your cell phone off to avoid losing focus every time you receive a text.

Time

- Schedule productive time for your work.
  - Put the subject you plan to work on and how long in a planner or calendar app.

- Chunk the work.
  - Try to work for a sizable block of time on each subject.
  - During that time, focus on one class and try to be as productive as possible.

- Reward yourself.
  - Set up rewards throughout the day.
  - After finishing your work, give yourself a tangible reward.
    - Watch an episode of your favorite show, eat your favorite snack, or go on social media...
    - BUT ONLY FOR A DESIGNATED AMOUNT OF TIME!

Motivation

- Capitalize on moments of motivation!
  - If you feel like being productive, try to knock out as many assignments as possible.

- Make sure you give yourself rewards that motivate you.

- Ask for motivation and accountability from your online peers and others in your household/

Self-Care and Monotony

- Maintaining routine can be exciting for some, and nerve-wracking for others

- Routines can be helpful to keep on track, and you'll need to incorporate some breaks for self-care to prevent them from becoming monotonous

- Self-care comes in many forms, and it's important to switch them up once in a while:
  - Exercise
  - Cooking
  - TV, Video Games, Music, and Movies
  - Drawing, Painting, Writing, and Crafting

- Lastly, when you take breaks you must stick to them! Don't let them go overboard and take away time from your other obligations!

Note Taking for Online Lectures

- It can be difficult to listen to a lecture online and follow along. You can record the lecture and break it down into parts so that you can take notes or even use the video as notes!

- Divide the video into several parts, depending on topics and sub-topics. Give the file a name (Psychology: An Introduction) and a date (04.03.2020) so it is easier to find at a later point. Write down in bullet points what you can hear (Psychology is…) in each section and put the time (01:35 or 00:57-2:13) behind it.