Student Tips for Academic Success in an Online Environment

Manage your time Hokies—Keep a routine schedule

Some courses will be taught in real time, some won't. Make sure you know your professors' class time expectations.

Online learning is a challenge to students who procrastinate, are unable to stick to routine study schedules, or are not able to complete assignments without daily reminders from a teacher.

TIPS:
- Review the revised syllabus and develop a plan for completing your assignments on time.
- Make a daily "To Do" list. Check things off as you complete them.
- Develop a daily routine with scheduled course time, study time, and free time. Research has shown that students with a structured schedule are more successful academically.

Use communication skills—Keep in touch with your professors

Communication skills are vital in online learning because you must seek help when you need it. Faculty are willing to help, but they are unable to pick up on non-verbal cues they usually use in face-to-face courses.

TIPS:
- Use the communication preference of your professor. Some prefer email, discussion groups, chat room office hours, or Zoom meetings. If your instructor offers online office hours, communicate and seek help. Adjust your Canvas Notification Settings.
- Use professional language in communications. Moving to online courses may cause frustration for both faculty and students. Before sending messages, remember Hokie Respect.

Stay focused Hokies—Keep a healthy learning and study environment

A critical component for academic success in an online environment is a healthy learning and study environment.

TIPS:
- Plan for internet access and 2-factor. Test your connectivity. Print out DUO Passcodes just in case.
- Identify a quiet place to work without distractions from television, family, or roommates.
- Avoid games and apps. Consider uninstalling games and apps to avoid temptation or keep them on a different device.
- Turn off the phone.
- Consider ergonomics and lighting.

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