

MANAGING REMOTE CLASSES

Brought to you by the Office of Student Success, Academic Skills Center, and the Writing Center

student
advice

tips

I post my class times on the refrigerator so my family knows when I am busy with school

set up your learning space

- Designate official **study spaces & times** -- distinguish these from leisure spaces
- Move your workspace as needed for a **change of scenery**
- **Find space** to spread out so you can see everything easily
- **Share your class and study times** with family

I know we don't like turning on cameras, but keeping it off is kind of like your professor coming into the classroom and facing the wall to talk.

make a positive impression online

- Get up and **get dressed** -- set the tone for your day
- Turn on your camera when you can -- **don't hide** behind your screen. Having your screen on helps you **stay focused** and engaged
- **Build relationships** with classmates and professors: go to office hours, join study groups, post to discussion boards

Keep Zoom links in one place (Google Drive, computer folder) with time notifications

create consistency

- **Build structure** through routines to compensate for a flexible environment
- **Stick to your study schedule** whether you have a test or due date or not
- Keep a **detailed planner** and a **desk calendar** so you can see your week at a glance and keep track of major due dates or commitments

Everyone is so helpful. They want you to succeed.

use available resources

- Go to your professors' **virtual office hours** or schedule another time to meet with them
- **Contact your professor** immediately if you have an issue; most would rather know what is happening than not
- Find out how to access **campus resources** when off campus: Academic Skills Center, Writing Center, Abell Library resources, Counseling Center

find your people

- Reach out to your professors or mentors
- Contact **Counseling Services**: 903-813-2247
- Connect with the **Academic Skills Center**: austincollege.edu/asc
- Connect with the **Writing Center**: austincollege.edu/writingcenter

