



BE AN ACTIVE LEARNER!

We asked Writing and Learning Commons (WaLC) tutors how they're keeping up with online and hybrid classes.

How do you manage your time for online and hybrid classes?

- Utilize a planner or digital calendar.
- Set timers and reminders on your phone to ensure no work is missed.
- Make a to-do list for the week and organize tasks by day of the week.
- Create a daily routine to remain consistent.
- Utilize breaks between classes wisely.
- Schedule leisure time to prevent being overwhelmed.
- Log in 10 minutes before class so there is time to get organized.
- Dedicate blocks of time each week to complete work for specific classes.
- If classes do not meet every week, use the assigned class time to study or complete homework.
- Maintain consistent contact with professors.
- Make efforts to have assignments finished early.

How do you study for your online and hybrid classes?

- Use the textbook to clarify concepts or to fill in any gaps in your notes.
- Study outside or find another quiet place outside of your room.
- Study for open-note or open-book exams the same way you would for a regular exam.
- Review class recordings.
- Structure your study time to increase productivity: study 25 minutes, then take a 5-minute break. Repeat the cycle 4 times, then take a 30 minute break.
- Create study guides.
- Utilize practice questions from online resources or the textbook.
- Print out PowerPoint slides to take notes on before and during class lectures.
- Utilize note-taking apps such as OneNote.
- Handwrite your notes to better comprehend and remember information.
- Create flashcards to quiz yourself on important information, or use Quizlet for virtual flashcards.
- Color-code your notes.

What advice would you give to other students who are taking classes in an online environment?

- Start assignments early so you have time to communicate with your professor if needed.
- Utilize any extra materials given by professors.
- Put the same energy into your online classes as you would in-person classes.
- Do not get behind on recorded lectures.
- Always do the readings.
- Put away phones and other distractions during class whether it is online or in person.
- Don't be afraid to ask as many questions as you need to understand the material.
- Do not miss online class meetings.
- Set up weekly tutoring appointments with the WaLC or Math Tutoring Center!
- Take advantage of office hours.
- Keep study materials organized by class.

Writing and Learning Commons (WaLC)
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