

MAKE ONLINE CLASSES

WORK FOR YOU

Learning in an online or hybrid mode? Whether synchronous or asynchronous, remote classes offer convenience and flexibility ... but there are potential pitfalls. Read on to reap the benefits and avoid the hazards.

For all classes:



Attend or watch every lecture. Stay on track with the syllabus now – and thank yourself later.



Reduce distractions: silence your phone, close other tabs and apps.



Take notes! Don't worry about every detail – listen for main ideas, connect to other concepts.



Preview material ahead of lecture. Re-watch to fill in gaps and **identify areas of confusion.**

For asynchronous classes:



Schedule a regular time to “attend” lectures.



Chunk it! Pause every 10–15 minutes – **stretch**, review notes, make connections.

For synchronous classes:



Turn on your camera if you can! This helps you engage and allows others to get to know you.



Participate at (or slightly beyond!) your comfort level. Ask questions, comment, support fellow students.