

Student Online Learning

8 Tips on how to succeed

Checklist



- 1 IT Support** → Look up your university's IT support services & make a note of their contact details
- 2 Digital Tools** → Familiarise yourself with any tools or apps you will be using during your online learning
- 3 Study Space** → Set up your study station in a separate room or quiet place where you are less likely to be disturbed
- 4 Time-Table** → Create your own "time-table" where you designate set times every day for study
- 5 Set Goals** → Set short and long-term goals for yourself to help you stay focused
- 6 Checklist** → Create a daily to-do list and then check mark off all the tasks you've completed at the end of each day
- 7 Stay Connected** → Keep in touch with classmates and academic staff to ask questions and discuss your concerns
- 8 Reward Yourself** → Reward yourself on completion of tasks & goals with something that makes you happy