WFH 1101: The basics

You’ve got this! Make an appointment with a peer coach at the ASC for some more tricks and tips to maximize your success with online learning!

Working From Home (WFH) means structuring your time differently and requires self-discipline in a way going to class does not. The best advice is to create a routine like you are going to work. Treat this like a job or your in-person class schedule so your transition to online learning will be smoother. You can do this!

**Online courses take the same or more time than F2F**
When you take F2F courses say 3 credit hour class should include about 6 hours of work outside of class. When working online, that means about 9 hours a week 3-hour course. Four courses = 36 hours. Five courses = 45 hours.

Plan to keep sane! Review your revised course expectations and make a plan of the expectations for the rest of the term.

We have one week of class, Spring Break, two and a half weeks of class, then finals. Time will fly by!

Manage Your Time by creating a calendar. Include due dates, scheduled exams, and any required activities for ALL courses. Keep track of everything - you don’t want any surprises. Add D2L class time, reading, working on assignments and group projects. Don’t forget library time, homework, and study/reviewing. Check out the Time Management resources at the ASC.

Distractions are everywhere! And no, you can’t multitask effectively 😊
Develop a routine. A good routine includes breaks and stop points as well as goals. The Study Cycle is 60 minutes for a reason. This stuff works.
When you are “in class” ignore email, television, video games and so on. But take regular breaks and have an end time. WFH means it is easy to keep going but don’t. Your brain and your body needs a break sometimes too 😊

The Academic Success Center is here for all your e-learning needs!
Contact us at asc@augusta.edu with any questions