# Top Five Tips for Online Learning from the MSVU Learning Strategist

Mount 101 Handout

## **Make Time Visible**

It doesn't matter if it's a physical calendar, a calendar app, or a series of post-it notes; just use what works for you! The point is to use visual aids and cues so that you're not surprised by upcoming deadlines and events.

### **Be Aware of Distractions**

It's easy to lose focus when distractions are present, so be proactive and find ways to manage distractions. Find what distracts you and remove the temptations. One of our favourites? The <u>Freedom app</u>, which blocks distracting websites.

### **Create Systems**

Establishing templates or systems for things like note-taking, studying, and to-do lists can help you stay organized and focused on the things that matter.

### **Break Tasks Down into Smaller Pieces**

Small steps can make it easier to achieve your goals and complete your assignments. Use an <u>assignment planner</u> to break down the tasks and spread these out rather than trying to do everything all at once.

### Find Ways to Make the Content Engaging

Take charge of your learning so you get the most out of your classes. Looking for ways to make the content engaging? Complete assigned readings before class, relate the material to your experiences, or connect it to your goals.

