

## **Tips for Remote Learning**

by the 2020-21 Study Mentors,  
Athletic Study Mentors & Conversation Partners

Last spring, many of our academic leaders had the experience of remote learning. Here are their tips for how to succeed academically when you are not on campus:

- ✓ Set a good weekly schedule, and stick to it. Be accountable to yourself: don't stay up too late, and get up in the morning at a consistent time, even if you don't have classes.
- ✓ Stay on top of deadlines, and if you are out of state, be mindful of time zones.
- ✓ Find a good workspace with as few distractions as possible. If you can, go outside to work sometimes. Can you find another space for taking tests and exams?
- ✓ Communicate early and often with your family.
  - Set expectations and boundaries; make sure they understand your schedule.
  - Establish quiet times when you are on Zoom or taking exams.
  - Negotiate what family responsibilities (mealtimes, chores) you will have time for, and which ones you won't – remember that you are first and foremost a student!
  - Check in regularly to talk about what's working and what is not.
- ✓ Email will be your lifeline to campus! Learn to manage your inbox so that you don't miss any important messages. Use folders to file messages by course, activities, etc. In webmail, unstack your messages so that you see all messages in a thread.
- ✓ Communicate with your professors. Attend virtual office hours and reach out by email. Work to build a strong relationship with each professor and share any challenges you might be facing.
- ✓ Attend all the optional components of a class (office hours, study sessions, other events). Do more, not less, to be engaged from off-campus.
- ✓ Connect with the campus!
  - Find times to connect with friends on campus to study or have a coffee via Zoom or FaceTime
  - Many clubs and activities are offered online this semester; find a way to get involved.
  - Attend Teaching Fellows, Writing Fellows, Study Mentors, and Math intern hours via Zoom.

Above all, put yourself into a school mindset, and remember that you are an HWS student even if you are not here on campus!

For more support with study skills, visit the Study Mentors.  
See the CTL website for more information [www.hws.edu/academics/ctl/](http://www.hws.edu/academics/ctl/).