

Learning in Online Classes

1.

Prepare yourself for learning

- Practice with the technology and troubleshoot problems.
- Minimize distractions from technology and other people.
- Gather what you will need before starting, including course materials, notebook, charger, water, and snacks.

2.

Take notes to stay focused and engaged

- Take notes as if you were going to share them with someone who missed class.
- Decide the format for your notes: Paper? iPad? Annotating a PowerPoint?
- Review your notes within 24 hours to organize and summarize.

3.

Actively participate in class

- Use focused attention as if you were in class in-person.
- Ask questions during class (in Chat or by voicing your questions, depending on your professor's preference) or write them down and email after class.
- Preview the content before class and develop questions that you think will be answered during the class. Then during class, listen for the answers.

4.

Dig deeper into recorded lectures and readings

- Preview the lecture or reading to get the big picture of the lesson.
- Go through the lecture/reading again, this time take notes by writing out broad topics followed by supporting details of the topic and examples of concepts.
- After each section, pause to write a brief summary of the section and questions you have about the content. Go a step further and think of potential exam questions, then put the questions together to create your own practice test.

5.

Stay in touch with your professor and classmates

- Attend online office hours for clarification questions.
- Allow at least 48 hours for professors to respond to emails.
- Use Carmen discussion boards or email to communicate with classmates about the course. It's a great place to invite them to form a study group!

Questions?

Talk with an Academic Coach online for individualized help

go.osu.edu/dlc-info