



# Two key advantages of online learning are flexibility and convenience.

Online learning is a lot more challenging than traditional learning- face-to-face.









## What Makes a Successful Online Learner?

• <a href="https://careerwise.minnstate.edu/e">https://careerwise.minnstate.edu/e</a>
<a href="ducation/successonline.html">ducation/successonline.html</a>







Study skills
that are
especially
valuable for
online
learning

### Step 1

Personal Skills: time management & organization skills

Step 2

**Technical Skills;** knowledge of technology-hardware & software

Step 3

Knowledge of the environment surrounding you.





#### 1. Persistence

- When you run into a challenge, keep trying and ask for help.
- Set up a manageable study schedule for yourself and stick to it.





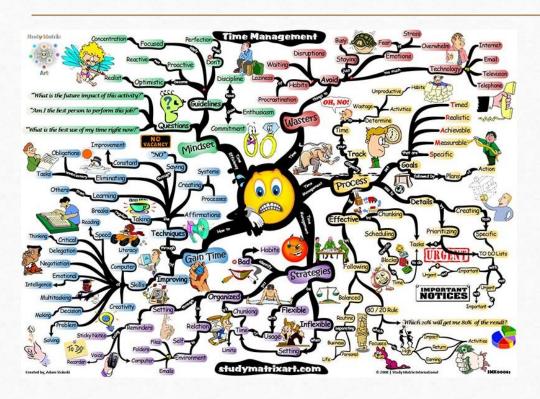








## 2. Effective Time-Management Skills



- •Review the syllabus.
- •Develop a plan for completing your assignments.
- •Make a daily "To Do" list.
- •Check things off the list as you complete them.









## 3. Effective Communication Skills

Use the tools provided by the school to communicate with your:

- Teachers.
- Advisors
- Coaches
- •Tutors
- •Financial Aid











## 4. Basic Technical Skills

Online learners need basic technical skills to succeed.

• Zoom, Collaborate, Blackboard, WebEx, MS Meetings, Skype, etc.

#### What if you lack basic computer skills?

- Find an online tutorial
- Make sure your own computer meets those requirements.
- merceronline@mccc.edu







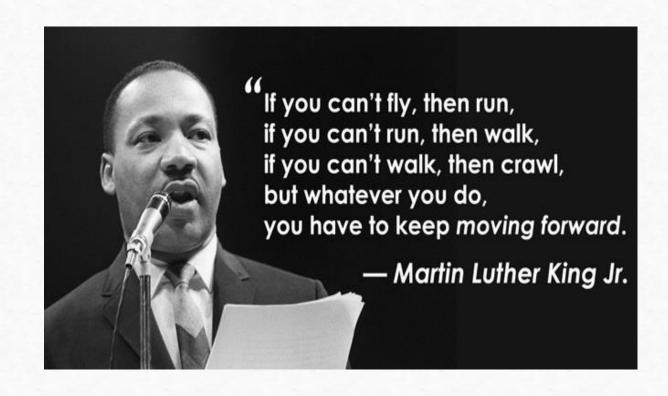




## 5. Motivation and Independence

Online learning requires the following:

- Independence,
- •Internal motivation,
- ·Responsibility, and
- •A certain level of maturity.



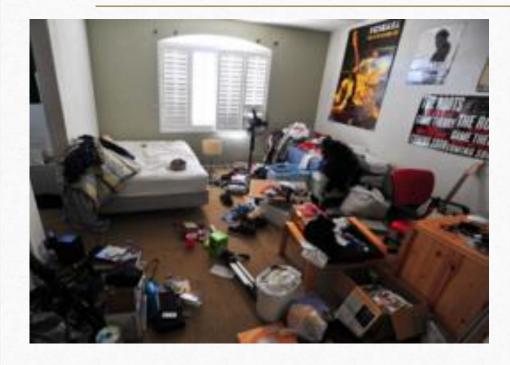








## 7. A Good Study Environment



Another critical component of academic success is a good study environment

- Get some quite peace.
- Avoid games.
- Turn off your cell phone.
- Beware of Internet surfing; avoid the "black hole".

#### Consider ergonomics.

• Adjust the height of your chair, keyboard, and screen so that you are comfortable.

#### Set up good lighting and comfortable seating.

• The room should be at least as bright as the computer screen to avoid eye strain..





5 Fatal
Mistakes
To Avoid
in Online
Classes

# Mistake 1 **Starting Class Late** Mistake 2 Waiting on Textbooks Mistake 3 Login Requirements Mistake 4 Not Asking For Feedback Mistake 5 Not Asking for Incomplete





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# Question?

