How to Rock DISTANCE LEARNING

1 Make a Schedule

Routines are key to keeping you productive and on-task. Wake up, go to bed, and eat meals at the same times every day. Set aside times to relax and exercise. YOU are responsible for getting work done! Keep a paper “To Do” list as well (bit.ly/38T3JXB) to maximize productivity.

2 Find a Good Spot

WHERE you work is just as important as when. Avoid distractions and places you do leisure activities like watching TV or sleeping. Make sure you sit at a table with a comfortable chair, not on a sofa or bed. You’ll probably be surprised how much of a difference this makes!

3 Avoid Distractions

Your phone, Netflix, YouTube, TikTok, Instagram, video games, naps; NONE OF THESE ARE BENEFICIAL. Tasks will take longer, your mental health will suffer, and you will feel worse if you get distracted by or spend all your time on digital devices. Turn your phone on “Do Not Disturb” and set time restrictions for apps (bit.ly/2vmprp8). If you find yourself being distracted, see #2 above!

4 Be Active & Analog

No one should stare at a screen all day! Take regular short breaks (try 10 min out of every hour) while doing work and be physically active during the day. Go for a run/walk/hike/bike ride, do push-ups/sit-ups/stretches (bit.ly/3b5DxYr), read a book, play a board game, play cards, draw, write, etc. (bit.ly/2TS5ekD); all will help you focus and stay mentally and physically healthy!

5 Self-Evaluate

No one will be looking over your shoulder every minute of the day telling you what you’re doing wrong; it is YOUR responsibility to get better at learning on your own. Look at the “Who, What, When, Where, Why, and How” of your habits for things you can improve, come up with SMART goals for each day/week/class so you can easily tell if you’re doing well. If you’re not making mistakes, you’re probably not learning!