

# Online Study Tips for MATC Students

We hear you...

We're all in this together...

- **We hear you** (You may be nervous, this isn't what you signed up for)
- **We're all in this together** (instructors are learning too – some have never taught online)
- **Remember that this is a new experience and it's normal to be anxious** – allow yourself time to adjust
- **Reach out to others if you need help**, and let your instructor know if you are struggling before you get too far behind



It's normal to be anxious...



# Tips to adapt to taking classes online:

- **Make a schedule** for your schoolwork to keep you on track
- **Write down your assignments** and important due dates in a paper planner or an online calendar
- **Create a dedicated workspace** where you can keep your class materials together
- **Take notes** as you would during an in-person class – this will help you remember what you learn and avoid having to watch a lecture or read the material again
- **Avoid multitasking** – set a time limit and do one task at a time

Put your phone away when you're doing schoolwork to avoid distractions



# Tips to adapt to taking classes online:

- **Talk to your family members about the importance of your schoolwork**, and agree on a sign or signal that lets them know you are trying to focus ("**do not disturb**")
- **Make larger projects or writing assignments more manageable** by breaking them into smaller tasks and putting those tasks in your planner or calendar
- **Seek out help and resources** from the IT department if you're having problems with technology



Participate in your online classes when it's most convenient for you, even if it's early in the morning or late in the evening after family members go to bed

# Take care of yourself during this difficult time:

- **Try to spend some time outdoors** and get some sun each day
- Remember to **drink plenty of water** to stay hydrated
- **Make sure you're getting enough sleep**
- **Stop using your computer or phone at least an hour before bed** to give yourself a chance to relax
- **Limit your time on social media**
- **Get some exercise** whenever you can
- **Calm your anxiety with deep breathing** or stretching to bring your focus to the present



Connect with friends and family via phone calls or video chats