

Remote Learning: 10 Tips for Academic Success

Reading Textbooks

- **Peek at the spoilers.** Before you begin reading a chapter, prime your brain by looking ahead at the comprehension questions and final summary that wrap up the chapter. Scan the headings, subheadings, and bolded terms throughout the chapter before circling back to the first page.
- **Read actively.** Highlight and underline key information while you read. Pause after each chunk of text to take notes and confirm you understand what you have just read.

Learning From Video Lectures

- **Avoid distractions.** When watching a video lecture, put away other devices and close distracting tabs and apps.
- **Actively listen.** Pay attention to your teacher's verbal cues. Listen for voice or volume changes, and write down important definitions, lists, and key phrases that are repeated. Pause recorded lectures every 5-10 minutes to summarize main ideas.
- **Ask questions.** Find out how you can ask questions (chat, discussion forum, email, etc.), and make a list of questions as you watch the lecture. Asking your questions immediately afterward, while the content is fresh in your mind, will put you in a better position to understand your teacher's answers.

Staying Focused

- **Avoid multitasking.** Focusing on one task at a time helps you to work more quickly and make fewer mistakes.
- **Monitor your understanding.** As you work, ask yourself, "Do I understand how the information is presented? Does this connect to anything I already know?" Make a list of any points of confusion and follow up with your teacher or tutor for clarification.
- **Take regular breaks.** Short breaks every 30-40 minutes can help you physically and mentally reset and recharge. Take a few minutes to stretch your legs and rest your eye muscles. After the break, refocus yourself by recalling the last step you completed and the next step you should work on.

Improving Retention

- **Review sooner rather than later.** Forgetting happens most rapidly immediately after learning. Spend 5 minutes at the end of a lesson or study session reviewing your major takeaways, and return to the material again within 24 hours.
- **Rinse and repeat.** Frequent repetition improves long-term memory and recall. Regularly returning to the material and spacing out your review sessions saves you time because you can avoid having to relearn forgotten concepts from scratch later on.