

Student Tips for Successful Remote/Online Learning

Now that Edgewood College has cancelled face-to-face classes, you may find yourself wondering how you will participate in your courses. Here are some basic tips from our Edgewood Online Team to ease your transition to short-term online learning:

Priority One: Check your Edgewood College email often.

Watch your Edgewood College email for messages from your instructors, as this will be the primary way they will communicate with you. Some of these messages may be sent as email announcements from a Blackboard Course site.

Priority Two: Pay attention to the availability of your instructor(s), and don't hesitate to ask for help.

You will likely need to reach out for support from your instructor during the time away from campus. If your instructor has not provided office hours and methods of contact, please email the instructor and ask that contact information be shared with the class members.

Priority Three: Set a regular study time and course check-in schedule for yourself.

Just as you set a schedule for attending your face-to-face classes and for studying outside of those classes, while your classes are online you should set a schedule for checking your email and for completing online assignments.

Tip: Set times each day that you will check your Edgewood College email for instructions and assignments-- for example, one hour each morning and one hour each evening. Your workload will be more manageable if you check in daily.

Priority Four: Be a good community member and communicator.

It's likely that the main form of communication with your instructors and classmates will be in writing. If your instructor sets up an online discussion forum in Blackboard, for example, pay attention to how much you need to write, how often you need to post, and how to respond to your classmates. Your active participation will help you to feel more connected.

- Tips:
 - Be as clear as you can – your classmates can't see you to ask you what you mean.
 - Consider the tone of what you are writing. Is it appropriate for an instructor? Is it respectful to others in your class?

Blackboard is our online classroom space at Edgewood. To access Blackboard, go to **blackboard.edgewood.edu** and log in with your Edgewood user ID and password.

After you've logged in, go to My Courses and click on the link for the course that you wish to access. For tech questions contact the Technology Assistance Center via phone 608-663-6900 or email: technology-assistance@edgewood.edu