




## Distance Learning at EvCC


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Information Session for  
ONLINE Courses








### Tips for being successful...

*These Tips have been adapted from: The Student Guide to SUCCESSFUL Online Learning by Ken White and Jason Baker*




- \*"Take a Test Drive"
  - Spend some time getting familiar with Blackboard to make sure you understand how it works and where you can access the different features
- \*"Set a Time and Place"
  - Set aside a specific time and place to work on your online class and stick to it
- \*"Don't Procrastinate"
  - Online courses are not self-paced
  - Read your syllabus completely and make sure you understand when your assignments are due








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- \*"Communicate...Communicate..."
  - Ask questions immediately
  - Communicate with your instructor
- \*"Print the Syllabus"
  - Print the syllabus and any other related class materials
  - This way you have all the dates in front of you and you don't always have to login to check to see if something is due
  - This also allows you to check off the assignments as you go to help you keep track of what has been accomplished







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- \*"Logon as often as possible"
  - This will help you feel in control, and not overwhelmed
  - Helps you to stay ahead
- \*Always Identify yourself
  - Sign any postings you put on the discussion board
  - Identify who you are, course, and assignment when emailing instructors (who is seahawksfan@aol.com)?


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- \*"Be visible and communicate often"
  - Participation (or lack of) is VERY obvious in an online class
- \*"Relax"
  - Have fun!