

ONLINE LEARNING TIPS

Here are a few tips to help you get into the groove of online learning. Need more help? Contact your local foundation for support or visit cef.org.au/university-survival-guide.

1. OWN YOUR STUDY SPACE!

Find a quiet spot dedicated to study. Have everything you need so not to interrupt your study.

Setting up on the kitchen bench in the centre of a bustling home is just not going to cut it.

2. SET GOALS

Hold yourself accountable and set daily goals.

Enjoy the great sense of satisfaction of reaching your goals and ticking off your to-do list.



3. CREATE A STUDY PLAN AND STICK TO IT

Add structure to your day with a study plan. Document your classes, assignments, appointments, exams, work & study time.

Be specific of what you will be doing in each block. You can use an online calendar but consider printing out the plan, so you always have the week or month ahead in view for easy reference.



4. MINIMISE DISTRACTIONS

Whilst some soothing background music can help you concentrate, don't have the radio or TV chattering.

Turn off your phone and resist the urge to scroll through your social media.

FOCUS.

5. LEARN ACTIVELY

Be present when studying. You learn when you are engaged with the content, no matter what form it takes. Here are some tips to maintain attentiveness;

- rewrite material – e.g. write notes in your own words or convert text into diagrams.
- apply concepts by answering questions, solving problems, and taking old exams.
- recall what you know about a topic without using notes (in writing, internally or out loud).



6. KEEP CONNECTED

Online learning does not have to be lonely; reach out to fellow students and staff. Get online to ask questions share opinions.

Create/join virtual study groups. Join Facebook groups like the CEF Alumni Group. Engage tutors to study with and bounce ideas off.



7. LOOK AFTER YOURSELF

Don't forget about YOU. You need to keep healthy in body and mind. Eat well and get a daily dose of exercise. Go easy on the takeaway!

If you are feeling stressed and want to speak to someone try these great organisations;

- Beyond Blue | Phone: 1300 224 636
- Lifeline | Phone: 13 11 14
- Headspace | Phone: 1800 650 890



8. CELEBRATE

When you reach a goal or educational milestone, reward yourself for your achievement.

You earned it!



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