

ONLINE COURSE SURVIVAL

One might believe that taking an online course is “easier” than a face-to-face course, but that is a common misconception. Online courses take additional focus and motivation.

Here are the top ten tips to surviving (*and passing*) an online course:

1. Print out your course syllabus.

Print off your syllabus and other important material for the course. You don't want to miss a deadline!

2. Be organized.

Set a place, day, and time where you can focus on your online course a few times a week. Write down important dates in your calendar and invest in colored highlighters to keep your tasks color-coded.

3. Log into Pilot frequently.

Just like a traditional course, due dates can change suddenly. Double-check dates and assignments on Pilot with your course syllabus.

4. Connect with your professor.

Before the first week of class, reach out to your professor. A simple e-mail introducing yourself and letting he or she know that you are excited about the course can go a long way.

5. Participate in discussion.

When you don't respond online, you appear invisible. Be active by being part of the online discussion.

6. Beef up on your e-mail etiquette.

Respond to your e-mails pertaining to your coursework immediately and do not use text-ese to respond. Emoticons and short text do not display your knowledge well enough.

7. Read, yes read, your textbook.

Unlike traditional courses where the lecture is the base of the course, your course's textbook will be the heart of your online course. Complete all the reading assignments requested.

8. Have a computer back-up plan.

All computers can crash. Make sure you back up your assignments on a cloud or USB; know where you can find a back up computer in case of an emergency.

9. Don't pick up more hours at work.

Online courses do not mean more time. Keep your coursework a priority.

10. Find your happy place.

Find a place where you can study a few times a week. The Student Success Center and the Library & Technology Center are great places to focus.

REMEMBER: ONLINE COURSES ARE CONVENIENT, BUT THEY STILL TAKE WORK!