



ONLINE ACADEMIC SUCCESS TIPS

To assist you in making an easy transition into college we have created a list of strategies you may find helpful. These tips are used by many high-achieving online students. Incorporating these techniques will ensure you receive the most out of your educational experience.

Take Responsibility. It is important to remember that even though your degree program is online, it must be taken seriously. You may not be able to see your instructors or classmates, but the experience and the consequences of not taking it seriously are still real. You have financial, assignment, and attendance obligations just as you would with a traditional education.

Participate. There is no such thing as a stupid question. Asking questions is the foundation of learning. You will not only get more out of your courses but also find them more enjoyable by actively sharing your ideas, thoughts, and experiences in discussion forums. You may want to talk to classmates outside of class to expand upon discussions that occur within the class.

Print the Course Syllabus. Having a hard copy as a quick reference will ensure you understand what is expected of you by your instructor. You can also schedule your assignments and study sessions into your weekly schedule more easily if you have the syllabus readily available.

Save a Copy of Submitted Assignments. Save a copy of every assignment you turn in on your hard drive, flash drive, or disk. This will allow you to easily resubmit your homework in the event that your instructor did not receive it initially. Another strategy is to cc: yourself on emails you send your instructor.

Take Notes in Your Own Words. Rewording what you have read into your own words engages your brain to process the information more than simply reading the text. It also makes course material easier to understand when you are studying for an exam.

Apply What You Learn. Take the ideas and discussions from your class and reading materials and apply them to real life. If you do this, you are absorbing the knowledge you are learning and making it easier to comprehend and internalize what you learn.

Ask for Help. Many times students feel embarrassed about seeking help. Remember, there is no such thing as a stupid question! Asking questions is how you gain knowledge and insight, which is the purpose behind education. Take advantage of the services available to you! If you need technical assistance contact the HelpDesk (1-866-895-2456 CST). Ask your instructor and classmates for help if you are having trouble understanding course material or an assignment. Should you need help with study strategies or other academic issues your student services counselor will gladly assist you.

If you would like more information on making the most of your educational pursuit please contact student services at 1-866-932-4692 ext. 2807. We are here to help you not only achieve your goals but also to exceed them.