Welcome!

Introduce yourself:
> Add your # Year and pronouns to your name!
> What is one thing you are looking forward to this week?

*type it in chat!
Study Smart: Effective Study Strategies For Online Learning Environments

Academic Support Programs

Gracie Pakosz, Academic Success Coach
Maya Chen, Academic Success Coach
Academic Success Coaching

- 1:1 30-minute sessions
- Focus on a wide variety of study skills
- Students of all backgrounds and majors

Make an appointment on our website at: https://academicsupport.uw.edu/academic-success-coach/
<table>
<thead>
<tr>
<th>Title</th>
<th>Date</th>
<th>Time</th>
<th>Location</th>
</tr>
</thead>
<tbody>
<tr>
<td>Self-Care and Building Community in an Online Environment</td>
<td>February 11th</td>
<td>7-8pm</td>
<td>Zoom</td>
</tr>
<tr>
<td>Finals Exam Prep and Test Anxiety</td>
<td>February 24th</td>
<td>7-8pm</td>
<td>Zoom</td>
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Time Management

> It can be challenging to stay motivated in an online learning environment where things are more self-directed.

> What are ways that you have found to combat distractions?

> What are three things that are not helpful in an environment when studying?

*put your answer in chat or unmute!
## How Much Time Should I Be Studying?

Being a student should be treated like a full-time job!

### Estimating Weekly Study Hours

<table>
<thead>
<tr>
<th>Course Difficulty</th>
<th>Study Hours</th>
</tr>
</thead>
<tbody>
<tr>
<td>high</td>
<td>3</td>
</tr>
<tr>
<td>medium</td>
<td>2</td>
</tr>
<tr>
<td>low</td>
<td>1</td>
</tr>
<tr>
<td>n/a (seminars, etc.)</td>
<td>0</td>
</tr>
</tbody>
</table>

Course difficulty is influenced by your background in the subject as well as personal skills and strengths.

<table>
<thead>
<tr>
<th>Course</th>
<th>Difficulty Level</th>
<th>Hours in Class/Week</th>
<th>Study Hours Based on Difficulty</th>
<th>Needed Study Hours per Week</th>
</tr>
</thead>
<tbody>
<tr>
<td>HDFS 2320</td>
<td>medium</td>
<td>5</td>
<td>2</td>
<td>10</td>
</tr>
<tr>
<td>ENGL 1301</td>
<td>high</td>
<td>5</td>
<td>3</td>
<td>15</td>
</tr>
<tr>
<td>PFW 1101 (seminar)</td>
<td>n/a</td>
<td>1</td>
<td>0</td>
<td>0</td>
</tr>
<tr>
<td>BIOL 1401</td>
<td>high</td>
<td>4</td>
<td>3</td>
<td>12</td>
</tr>
</tbody>
</table>

**Total Study Hours per Week**: 37

*Example Schedule*
Create a weekly study/life schedule

Once you have a sense of weekly study hours....

Implementation Intention: Action plans that specify when, where and how are shown to be the most effective strategy in achieving goals (Powers, Koestner, & Topciu, 2005).

-Develop a weekly study schedule: Block off class time, work and personal obligations and determine study times

-Leave time for breaks! Take a 10 minute break in-between studying to get water or eat!

-Make sure to set time aside for self-care and sleep!
Embrace the quarterly calendar!

Map your entire quarter with key dates (due dates, quizzes, projects, midterms)
Pinch Points

> Beginning of the quarter, gather class syllabi and write down every due date
> Place an X for each week of the quarter when each assignment/test are due
> If there are two or more X’s in a week, plan ahead!
> If there are four or more X’s in a week, prioritize the assignments due the soonest/parts of a bigger project
Good visualizer tool if a planner or calendar isn’t your cup of tea!

### Pinch Points Example

<table>
<thead>
<tr>
<th>Class</th>
<th>Essay, presentation, exam, etc.</th>
<th>Date Due</th>
<th>Week the due date occurs in</th>
</tr>
</thead>
<tbody>
<tr>
<td>ECON 201</td>
<td>Homework</td>
<td>weekly</td>
<td>x x x x x x x x x x x x x</td>
</tr>
<tr>
<td>MATH 124</td>
<td>Homework</td>
<td>2/2, 2/14</td>
<td>x x x x x x x x x x x x x</td>
</tr>
<tr>
<td>ACCTG 215</td>
<td>Project</td>
<td>2/28</td>
<td>x x x x x x x x x x x x x</td>
</tr>
<tr>
<td>ACCTG 215</td>
<td>Readings</td>
<td>weekly</td>
<td>x x x x x x x x x x x x x</td>
</tr>
</tbody>
</table>
Breaking Projects into Parts

> Breaking a project into smaller parts makes it more manageable
> Write down the steps to complete the project
> Starting from the last step, estimate how much time you need to complete each step
> Write down subtasks underneath each step
**Steps:** Find sources, Analyze sources, Write about source, Synthesize sources together

**Substeps:** Google Scholar, Main points/examples, Paraphrase/Cite, Look for comparisons and contrasting ideas
Final Time-Management Tips

- Schedule tasks that can be accomplished in 30-60 minute blocks
- Be sure to *take short breaks* (5-10 minutes for each hour). Know yourself!
- At the beginning of each week, make a list of tasks to do
- Doing 2-3 small tasks each day is more beneficial than 10 tasks on the weekend
- Write down any appointments in your calendar (or on phone) *as soon as you* make them.
- **Good first steps:** write down due dates and create a list
How Do You Study?

- Where?
- With who?
- What materials or methods have worked for you?
Online Learning

> It can be challenging to stay motivated in an online learning environment where things are more self-directed

> What are ways that you have found to combat distractions?

> What are three things that are not helpful in an environment when studying?

*put your answer in chat or unmute!
Establish a Routine

- Set a specific **study time, place, and location** for each course.
  - Do you need **silence** or **background** noise?
  - What is **distracting** and what helps you be **productive**?
  - Best places for you: Quiet place in your home, a designated work space, outdoors in the backyard or on balcony (if available).

- Study at times when you are most alert and free from other distractions.
- Set study times in your planner to plan your week better and hold yourself accountable.
How to Study Smart

> Try studying at different times during the day to find the best time for you
> **Study in short sessions**
> Study difficult/least-favorite subjects first
> **Break larger projects into parts**
> Study/Review for classes a little bit each day
> **Eliminate distractions as much as possible**
  - Work mode on phone
  - Set phone to silent/place in another room
  - Turn off computer notifications
  - Web blocker (Forest, Limit, StayFocusd)
## Study Methods

### Active Studying: putting the content in your own words/ideas

<table>
<thead>
<tr>
<th>Passive Studying</th>
<th>Active Studying Alternatives</th>
</tr>
</thead>
<tbody>
<tr>
<td>Re-reading notes</td>
<td>Summarizing notes, making mind maps, making flashcards</td>
</tr>
<tr>
<td>Rewatching lectures</td>
<td>Making your own presentation, explaining the course content to someone with little familiarity with the subject</td>
</tr>
<tr>
<td>Highlighting and underlining</td>
<td>Drawing symbols, writing questions, recreating diagrams, creating charts of key concepts</td>
</tr>
</tbody>
</table>
Other Study Methods

> Pomodoro Method
  – Pick a task and set a 25 minute timer
  – Take a 5 minute break
  – Every 4 Pomodoros, take a longer 15-30 minute break

> Feynman Technique
  – Write down the subject/topic and write in your own words as if you were trying to explain to someone else
  – Review what you wrote and identify if any parts were incorrect
  – Look back to notes/textbook for correct answer

> Studying before bed
  – Helps improve recall
  – Instead of an all-nighter, study a few hours before bed and review info in morning

> Adjust based on what works best for you!
Success Strategies

- Get comfortable with Canvas; Turn on notifications, set up a profile, use the eportfolio function
- Try using the chat function in Canvas to connect with classmates and form study groups (apps like KiwiLink or Discord might also be helpful to find study groups)
- Have a set time for each class
- **Follow the recommended workflow**
- Create/ Use general discussions
- Know your professors’ preferred email/ method of contact and reach out
- Know your professors’ late work policy
- **Keep due dates easily available in your workspace, set due-dates for self-paced classes**
- Make sure to take breaks, try a study method that includes breaks such as the Pomodoro method, find what works for you!
- **Summarize your notes per lesson** (mind maps, bullet point lists, 8X11 notes are all good formats to use)
- Be vocal and polite in discussions; let your classmates and professors get to know you, don’t be afraid to disagree with classmates
Success Strategies

- Turn on your camera and hide self view
- Use a virtual background
- Most professors will give a short breaks -> stand up and stretch
- Some days you may not feel like turning on your camera -> that’s okay!
- Copy and paste your zoom links into Google Calendar for easy access
- Participating in breakout rooms makes it less awkward for everyone involved, including yourself!
- After class ends, try and get away from your computer to rest your eyes and take a break before more zooming
- Sit close to your router if you have slow internet

*These aren’t the only success strategies out there! Some may or may not work for everyone, so adjust based on what works best for you!
Tips to Stay Motivated with Online Learning

**Create a schedule (& stick to it!)**
- Wake up at the same time every day
- Plan out when you will attend courses and study
- Take regular breaks

**Pretend you're not working from home**
- Have a routine that creates a clear delineation between your “on” (school) time and “off” (free) time

**Have a dedicated workspace**
- Set up an area where you can work with few distractions and all the necessary materials
- Avoid working from your bed if possible

**Stay connected to others**
- Add regular phone/video calls or small in-person gatherings (where appropriate) to your schedule to stay connected to friends and family

**Celebrate your wins**
- Find a way to track your accomplishments and reward yourself for them!

**Ask for help**
- Reach out to professors, classmates, friends or other trusted individuals when you are struggling and need additional support
Online Community and Wellness

How do I keep community while at home?
- Phone calls and video chats
- Netflix watch parties
- Online games / online streaming platforms
- Study sessions

How can we create community?
- Join a club
- Reach out to other students in your classes
- Join online groups with shared beliefs and values
Building your pack of support

**Professors**

**Beyond the Classroom**

**Mentors**

**Writing/ Study/ Tutoring Centers**

**Learning Communities**

**Volunteer/Service Learning**

**Registered Student Orgs (RSO)**

**Subject Librarians**

**Study Groups**

**First-Year Interest Groups FIGs**

**Disability Resources for Students (DRS)**

**Teaching Assistants**

**Academic Connections**
Virtual Study Groups

> Discord
> Canvas Chat and Messages
> KiwiLink - find others in the same class

Tips:
> Go to office hours to ask questions and meet classmates
> Limit study groups to 4-6 classmates
> Find a check-in buddy
<table>
<thead>
<tr>
<th>Hungry? Grab a snack! Check out UW Food Pantry for help</th>
<th>Lonely? Reach out to your classmates! Check out UW RSO’s for more socialization ideas!</th>
</tr>
</thead>
<tbody>
<tr>
<td>Angry? Anxious? Try a relaxation technique like square breathing! Check out Hall Health for more ideas</td>
<td>Tired? Thirsty? Make sure you are getting enough sleep and taking breaks when needed. Aim to drink 64 oz of water a day!</td>
</tr>
</tbody>
</table>
Resources

> UW Food Pantry
> Emergency Aid
> Counseling Center
> Hall Health
> Advising
> CLUE/Tutoring Centers
> RSO’s
> Meet with a Success Coach
## Coping with COVID-19 Related Stress

<table>
<thead>
<tr>
<th>Pay Attention to Your Reactions:</th>
<th>Be Kind to each other:</th>
</tr>
</thead>
<tbody>
<tr>
<td>It is normal to experience stress, anger, anxiety and fear during a crisis. Being aware of your reactions can help you decide what you need to cope with these feelings.</td>
<td>Remember that COVID-19 doesn't recognize race, nationality, or ethnicity. Wearing a mask does not mean a person is ill. Being compassionate is the best thing we can do for ourselves and our communities.</td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>Take a Break + Relax:</th>
<th>Maintain a Healthy Routine:</th>
</tr>
</thead>
<tbody>
<tr>
<td>There is life outside of the current crisis. Make sure to schedule a break and relax or do things you enjoy such as meditation, listening to music, coloring etc... Different coping strategies work for different people, use what has worked for you in previous times of stress.</td>
<td>It is important to maintain your regular schedule for sleeping, eating, studying, working, socializing and etc... Don’t use smoking, alcohol or other drugs to cope with your stress. (This may reduced your body's capacity to heal itself)</td>
</tr>
</tbody>
</table>

<table>
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<tr>
<th>Limit Information:</th>
<th>Connect with Others:</th>
</tr>
</thead>
<tbody>
<tr>
<td>too much information leads to overload and more stress so try to limit your exposure to news and information regarding the virus. Choose a reputable and non-sensational news source such as the CDC or King County Public Health.</td>
<td>When in distress, you may feel lonely and isolated in what you are going through. You can benefit from connection with others where you can provide and receive support from each other. Talk to your friends and family.</td>
</tr>
</tbody>
</table>
Breakout Rooms

Find a partner to set weekly/daily goals with using the study strategies we talked about tonight!

Setting S.M.A.R.T Goals

**Specific**
The goals you set should be clear and easy to follow. Being specific helps you to focus your efforts and clearly define what you are going to do. Your goal should include an answer to the popular "W" questions of “Who, what, where, when, and why.” If your goal is to reach out to your professors and TAs more this quarter, then set a specific goal to see your professor and TA once every month.

**Measurable**
It is hard to manage a goal that you cannot measure. Choose a goal with measurable progress so that you can see when changes occur. Ask yourself, “How will I see when my goal is reached?” If your goal is to earn a 3.5 GPA this quarter, then this shows that there is a specific goal that can be measured. Try to break down large goals into smaller measurements. For example, if trying to achieve a quarterly GPA of 3.5, make it a goal to get at least a 3.5 average on midterms and final exams.

**Achievable**
This step focuses on realizing how important a goal is to you and what you will need to do to make it attainable. Reaching a goal will take real commitment and may require you to develop new skills and changing attitude. Utilize a growth mindset when approaching the difference steps of your goal because it will keep you motivated.

**Relevant**
Focus on a goal that makes sense for you and where you are at the moment. What seems like a good goal to accomplish for others, may not be the same goal that you should be focusing on. Set the bar high, according to your own standards, to receive a satisfying achievement.

**Timely**
Set a realistic timeframe for your goal: next week, by the end of the quarter, by graduation. Ask yourself specific questions about the goal deadline and what can be accomplished within your set time frame. Putting an end point on your goal gives you a clear target to work towards.

Information adapted from Oregon Institute of Technology's Student Success Center
SHARE!
Takeaways

- Good time management is foundational!
  - plan study sessions
- Short study sessions
- Conducive study environment
- Reward yourself
- Reach out!
Next Steps

- Use these strategies
- Come up with a plan
- Seek additional resources as needed
- Schedule a meeting with a Success Coach
YOU GOT THIS!

Questions? Email us or make an appointment!
aspcoach@uw.edu