

TRANSITIONING TO REMOTE LEARNING

A QUICK GUIDE

GET (RE)STARTED



- Look for changes to class requirements.**
New class structure, due dates, exam policies and equipment or software needs can be noted on a [CAS Semester Calendar](#).
- Develop a daily routine.**
A normal routine helps develop a mindset for success! Try to wake up at a regular time, eat breakfast, get dressed, and check Moodle and email.
- Set yourself up for success.**
Find a distraction-free, comfortable place to work and have your supplies handy. When you feel stuck, move to a new place. But don't study in bed!

PLAN CLASS TIME AND STUDY TIME



- Use a [CAS Weekly Planner](#) to schedule classes.**
Fill in the classes that will continue to meet at regular times. Then schedule class time to engage with other classes as if the class were still meeting. Next add several study sessions per class per week.
- Make study time active and meaningful.**
Use the [Study Cycle](#) to get the most out of class time and [Focused Study Sessions](#) to engage with course material during study sessions. FSSs work with the way the brain learns — in focused increments of 30-60 minutes.

USE FREE RESOURCES



- Utilize free CAS online resources.**
[Free online CAS resources](#) include Academic Coaching, Tutoring, Supplemental Instruction, and our Prepare for Finals and Manage Stress workshop in April.

Find a more in-depth guide on the [CAS Online Transition to Remote Learning page](#).