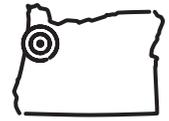


# Start of Term Checklist: Spring 2020 Remote Learning

## Week 0

- ❑ Use the [Beaver Store](#) to identify texts, technology, & resources needed for class
- ❑ Review or print class schedule on [MyOSU](#) page (Student page --> My Class Schedule)
- ❑ Access your [ONID email](#) regularly to check for course announcements
- ❑ Access [Canvas](#) course sites to review available syllabi, schedules, & announcements
  - ➔ Make a list of questions you have about each course
- ❑ Identify what classes are hosting synchronous class meetings
- ❑ Download [Zoom](#) and practice with the technology
- ❑ Identify additional technology or learning platforms needed for class
  - ➔ Add any technology questions to your list of questions about each course
- ❑ Stop by the Academic Success Center [Zoom Room](#) to chat with a Strategists about resources that can support you this term
- ❑ Make an [Academic Coaching](#) appointment to plan ahead/set goals for the term
- ❑ Create a [weekly schedule](#) for the first two weeks of class
  - ➔ Schedule time for synchronous class sessions, review of online content, assignments, work, breaks, etc.
  - ➔ Leave flex time in case tasks take longer than expected
- ❑ Identify a quiet space for remote learning and for any Zoom meetings



## Week 1

- ❑ Attend any synchronous class sessions
- ❑ Visit [office hours](#) (sometime within weeks 1-3)
  - ➔ Introduce yourself and get to know your instructor
  - ➔ Ask your list of questions about the course, technology, and assignments (from Week 0)
  - ➔ Be sure to ask if your instructor has strategies for learning remotely/online
  - ➔ Identify campus resources being offered remotely that can support your success
- ❑ Complete readings and assignments
- ❑ Complete [Term-at-a-Glance](#) with all term due dates and start a [Weekly To-Do List](#)
- ❑ Reach out to peers to develop virtual study groups; decide when you'll meet, who will host the meeting, and how often you'll connect



## Week 2

- ❑ Revisit your [weekly schedule](#)
  - ➔ Evaluate time needed to prepare, attend, and study for each class
  - ➔ Revise schedule given your current knowledge of courses and other commitments
- ❑ Create a [study cycle](#) for each course using [active learning strategies](#)
- ❑ Make connections between Week 1 and Week 2 concepts
- ❑ Use the 80/20 rule (80% of time on new material; 20% of time on review) when studying
- ❑ Create an ongoing visual or notes summary to track past/new concepts
- ❑ Begin your study and review for midterms

