

## **STAY FOCUSED IN CLASS**

### **How do I stay focused in class?**

Even though the course is remote, you need to think of it as a in-person course.

1. Be sure that you have eaten something before class – enough to give you some energy.
2. Dress in class-room appropriate attire.
3. Get organized before class starts – do you have your notebook, text book/readings, pen for notes?
4. Find a comfortable place to study – but not too comfortable – you don't want to fall asleep!
5. Make sure that you have appropriate lighting. You don't want the room to be too dark, or too sunny. Can you see your Zoom screen?
6. Remove any distractions.
  - a. Turn off your phone (unless it's what you are using for Zoom) and other electronic devices - including the tv.
  - b. Don't look at social media, your email, or surf the internet. Don't text.
  - c. We love our pets, but they can definitely be a distraction during class – to you and others. Cats especially seem to love Zoom!
  - d. If possible, be in a room away from family members and roommates (unless you and your roommate are in the same class). Talk to your family about your schedule, maybe they can work around your schedule.
  - e. Turn off your music and, if possible, limit outside noise.
4. If your internet connection allows for it, keep your camera on.
  - a. You'll pay better attention if others are watching you.
  - b. It is easier to engage with the professors and your classmates when you can see each other.
5. Come to class prepared.
  - a. Review your notes from the previous lecture and readings.
  - b. If your professor is recording the lecture, review the lecture before the next class, especially the portion you previously did not understand.
  - c. Prepare questions from the reading and/or previous lectures and ask them.
  - d. Login on time, don't be late.
6. Take notes during class.
7. If you have back to back classes, be sure to move around between classes. Stretch, grab some water, play with your pet, get a snack, but be sure to be back on time for the next course.
8. If you have a long class and the professor gives you a break – use it (see number 7).

### **Success Tips - Directly from a Professor!**

Professor DeJuran Richardson of the math department has taught many students. Here is his "Classroom 101 – Insider's Advice". Remember, this comes directly from a professor!

## General Principles (for inside and outside of the classroom)

- Recognize that academics are now your FIRST priority !
- “Studies” is now your FULL-TIME job !
- Be aware of services available on campus to help you (Writing Center, Quantitative Resource Center, Counseling Center—study habits, your *Instructor*, TA’s, The LTC, CAC, fellow students, your RA, etc.)

## Some *INSIDER* Tips (Just between us...SHhhhhh!)

- Schedule your time (*on paper, if necessary!*)
  - \* Include EVERYTHING, from ‘wake, to bed’
- You WILL “hit the wall” in your classes!
  - \* many times over, and in many different ways!
  - \* Expect it; be ready for it.
- The Faculty here actually LOVE their jobs!
  - \* ...and, they are **good** at it.
  - \* Do take advantage of this! (*more on this below...*)
- “Wallowing in muck is for pigs, not people”
  - \* Don’t procrastinate when (*not if...*) you become confused
  - \* You are not pestering the Prof. in asking for help
  - \* You are not the only confused person

- Use class notes ***effectively!***
  - \* Strive to produce “notes”, not a “transcript”
  - \* Read your notes daily (or, at least, before the **next** class)
  - \* Start developing your own “shorthand”
  - \* Use a different ink color to annotate
- Don’t try ‘guessing’...
  - \* what material will be on an exam (**ask!**)
  - \* what your ‘current grade’ is in your class (**ask!**)
- Studying: know what “works” for ***you!***
  - \* Time of day for ideal studying
  - \* Ideal location(s) & order of “tasks”
  - \* ‘Plan’ the study time (*order of tasks, how long on each*)
  - \* “Breaks” can be a good thing, when **not** abused!
  - \* Be consistent (*find it and stick to it!*)
    - *episodic* studying is much less effective
- Start studying for an exam ***at least*** 3 days before (*allow time for the material to “permeate” your psyche*)
- Find the “story” for each class, if there is one (*usually there is!*)
- Be wary of ***inefficient*** study-groups!
- Begin thinking/inquiring about a **MAJOR!** and, *even*, your professional future! (*not as daunting as you might think...*)