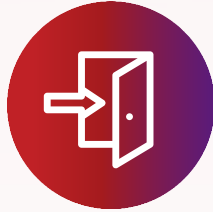


# How To Be A **SUCCESSFUL** **ONLINE LEARNER**



**Recognize you are in control of your success or failure.** Be an active participant in your education.



**Log in to your course daily.** Stay on top of due dates, discussion board activities and assignments.



**Ask for help.** When you encounter a problem, stop what you are doing and reach out for help immediately.



**Prioritize your time.** Choose to spend a specific number of hours each week working on assignments and studying.



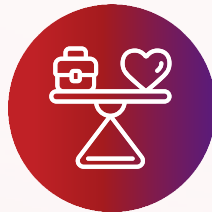
**Be persistent.** In online courses, you may feel isolated or overwhelmed. Reach out to your instructor, advisors, or peers, and refer to your goals.



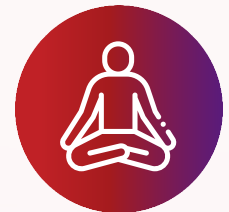
**Have reliable internet access.** A good internet connection gives you the opportunity to check in and stay current with courses.



**Stay focused.** Limit distractions so you can concentrate on studying and reward yourself with 10-minute breaks.



**Strive to find balance.** All work and no play leads to burnout. Don't neglect your hobbies, but don't let them take up all your free time.



**Give yourself some grace.** Don't compare your situation or grades with others. Remind yourself how far you've come and that you can do it.