



Strategies for Online Learning

1. Get to know Canvas and “tour” each course

View Canvas’ [video guides](#) and [support documents](#) to make sure you know the ins and outs of the Learning Management System (LMS). Get the lay of the land for each of your courses by using the Dashboard and Course Home Page to click through and explore. Read each syllabus, taking advantage of any hyperlinks in the document that reference required discussions, modules, and assignments.

2. Establish your digital identity

Make sure to [edit your profile and add a picture](#). This can make the connections and interactions you have with others in the online space more personal and can raise your visibility among your professors and classmates. Participate regularly in synchronous ([Chat](#)) and asynchronous components ([Discussion](#)) to stay engaged.

3. Customize your experience

Make sure to explore your user settings, especially your [notification preferences](#). The default preferences may not reflect the best ways to reach you. Maybe you’d prefer to receive texts, rather than e-mails? Do you prefer to be notified right away, or to receive daily or weekly summaries? Make sure your settings allow for important notifications to reach you, while limiting the noise.

4. Have realistic expectations

Online and hybrid courses might be attractive because you don’t have to show up to a physical space as often (or at all) and learning is more self-paced. However, the workload and time investment are no less than what is expected for a traditional face-to-face class, with the added challenge of less accountability. In some ways online and hybrid formats are *more* challenging, because they require greater responsibility for your own learning and time management.

5. Manage time and stay motivated

Online learning offers a lot of flexibility, but self-discipline is important as it can be easier to procrastinate in online courses and you can quickly get behind. Block out specific times in your calendar to engage with your online and hybrid coursework and jump into Canvas regularly. A good ratio is for every 1 unit of coursework, block out a 2-3 hour study session. Keep track of dates and assignments using the [Calendar](#) tool, which displays assignments across all of your classes.

6. Stay connected on the go

In addition to using Canvas on your laptop or desktop, download the app on your tablet/phone so you can easily look up dates, check messages, and reference documents. This will help ensure you are more frequently logging in and staying up to date.

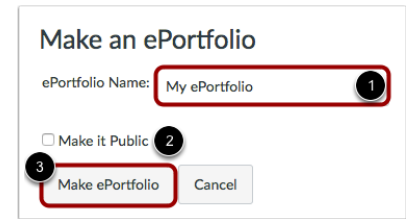
7. Meet up on campus

Just because it's an online class doesn't mean you can't seek out face-to-face interaction. Ask your professor if they hold office hours in their office in addition to connecting virtually. Use Canvas' communication tools to organize in-person study groups with other students.

8. Reach out for support

Do you want to improve your understanding of Canvas and your use of educational technology? Sign up for a Success Coaching appointment for support. We offer workshops like *Designing a Weekly Schedule* and *Focus and Concentration* that might help you stay organized. Visit our website to sign up for an appointment and view our workshop schedule.

ePortfolio



Did you know Canvas offers an [ePortfolio](#) feature that allows you to collect and highlight your best work at UC Davis? Organize assignments, papers, and projects submitted through Canvas across your courses in one place. [Consider making it public](#) and linking to it on your resume or LinkedIn profile to promote yourself and share your strengths as you near graduation and head into the job market.

References

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- Song, L., Singleton, E. S., Hill, J. R. & Hwa Koh, M. (2004). Improving online learning: Student perceptions of useful and challenging characteristics. *Internet and Higher Education*, 7, 59-70.
- You, J. W. (2015). Identifying significant indicators using LMS data to predict course achievement in online learning. *Internet and Higher Education*, 29, 23-30.

Web: Canvas Student Guide - <https://community.canvaslms.com/docs/DOC-10701>