Find or create your own dedicated workspace with a flat table surface to work on for focused work.

Make sure you communicate with those around you about when you will be in class or when you need to focus, both to ensure internet bandwidth and to limit distractions during class.

Disable notifications, apps, and other potential distractions.

Confirm how and that you have access to your Professors through their preferred communication avenues.

Test out Zoom, Canvas, and any other learning tech that will be used in your class. Search "Tech check for students learning remotely" on services.dartmouth.edu for download instructions and usage tips for Zoom, VPNs, and Slack.

Note: Canvas will NOT automatically adjust due times to your new time zone. To adjust your time zone, see https://tinyurl.com/canvas-time

Test your earphones/microphone to ensure they are working and do not echo or produce feedback.

Know whether the resources you typically access on campus are still available (Library, IT, SAS, Tutoring, Academic Coaching, etc.)

Make sure you can attend virtual office hours for both your TAs and Professors.

Continue to reach out and work with your peers and friends. Plan virtual lunch dates, study sessions, or just chats.

Visit or contact us for more tips and information!

Dartgo.org/AcademicSkills Academic.Skills.Center@Dartmouth.edu (603) 646-2014

Adapted from Cornell University’s Learning Strategies Center, Harvard University’s Academic Resource Center, and Brown University’s Digital Learning & Design team.