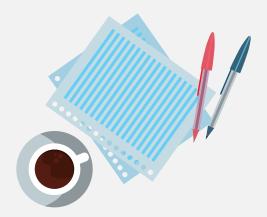
Online Education TOOLKIT/



Stick to a schedule

Know when your classes are and when you need time for yourself to study or do your homework; it will help you stay organized and motivated. Try designing a nice-looking schedule and stick it to your desk or somewhere you always see it; it'll remind you what you have to do at every time of the day without you having to think about it.





Create a studying space

If you used to study in a library or a coffee shop, try mimicking it by moving things around and creating the atmosphere you used to enjoy studying in. It'll remind you of good memories and make your studying easier.

Stay organized

Being organized takes organization, and that's not easy for everybody. But trust us, if you use to-do lists, calendars, or planners, and if you know where things are, and everything is at hand, your student (at home) life will be much less stressful.



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Have regular breaks

Chat with friends, take some time to have lunch, listen to music, take a walk... Everyone has their preferences when it comes to how to make the most of their free time. As a general rule, it's better to have many small breaks rather than just a few longer ones.





Avoid distractions

When you are studying, you are studying. Try to avoid distractions by minimizing them. Being stronger than them is not easy nowadays as we're flooded with notifications, colours, and sounds that are designed to distract us, but consider putting your phone away if you don't need it (and let's be honest, you don't need it in 90% of the cases), cleaning your work environment and entirely focusing on the task at hand.

Stay connected

Schedule video calls with friends, family, and colleagues. Stay in touch with people you used to hang out with. It will help you to stay up on your coursework and make you feel less lonely in your tasks. Support from others has always been necessary, but now it is even more.

