



# TIPS TO PREP FOR ONLINE CLASSES

1

## SET A "CLASS TIME"

To help hold yourself accountable, set specific days and times each week to devote to online classes.

2

## CENTRALIZE DUE DATES

Have all due dates for your classes in one location, such as a printed semester calendar or with an app like myHomework.

3

## KNOW WHERE WORK TAKES PLACE

Some classes require you to complete work in several places, like Moodle *and* Learnsmart.

4

## CONNECT TO RESOURCES

In addition to your professor and classmates, there are a number of campus offices that can help!

## FOR PERSONAL PLANNING HELP

EMAIL [CCUACED@COASTAL.EDU](mailto:CCUACED@COASTAL.EDU)  
FOR AN APPOINTMENT