

# Create a Study Space

- Find a **quiet study space** where you can work with limited disruptions.
- **Get organized!** Have a place for textbooks, binders and supplies.
- **Create folders** on your computer for each course for online organization.
- Ensure you have **reliable Internet access**. Do you have a backup plan?

# Communication is Key

## Check email daily

Download the Gmail app on your phone for your student@mymhc.ca email or forward it to an email address you do check.

## Stay engaged

- Access online learning resources daily
- Participate in class discussions
- Email your instructors with any questions or difficulties.

# Plan for Success

- **Build a study calendar** and schedule daily study times. Add assignment and test dates to your calendar as you receive them.
- **Schedule time** to read the book and watch recorded lectures.
- **Take care of yourself!** Schedule daily physical activity, take walks and plan time with family & friends.
- **Set a goal** and write it down. Post it in your study space.



# Netiquette

**Netiquette** is the appropriate way to behave online. Good netiquette is important for online coursework.

*Netiquette*  
**Show  
Respect**

- Respect **diversity** and differing opinions
- Respect classmate's **privacy**
- Base disagreements on **scholarly ideas or research**. Cite ideas.
- **Arrive on time** to live classes or 5 minutes early!

*Netiquette*  
**Be**  
**Professional**

- Address others by **name or titles**
- Use **proper language**, grammar and spelling
- Use a **professional tone**
- **Avoid sarcasm** and writing in all capital letters



# Academic Integrity

**Academic integrity** is the commitment to and demonstration of honest and moral behavior in an academic setting.

# Academic Integrity = Respect

- Citing shows **respect** for the other person's work.
- **Cheating is disrespectful** to yourself and others. Also consider:
  - Bb has **plagiarism checking** built in
  - Some exams may be **proctored** (supervised)
  - You need this knowledge for **future** coursework, learn it now.
  - How would your friends and family feel if they found out?



# Access Help

- Review **student resources** for your textbook.
- Use resources like **Quizlet** to find extra study questions and to help you make flashcards or study materials.
- **Student Services** has supports to help you!
- **Study with friends.** Ask your instructor if they can help you set up a study group in the Blackboard discussion board.