



Fall 2020 will be unique and will likely include elements of both face-to-face and online learning. We are dedicated to your success as you navigate the opportunities and challenges of this semester.

This guide is designed for students navigating dual modality (in-person and online learning) and for those who are fully remote in Fall 2020.

The Academic Advising Office is available via email at academic.advising@wheaton.edu and the Learning & Accessibility Services team is available via email at las@wheaton.edu.

This guide has tips for:

1. Getting organized
 2. Managing your time
 3. Creating your remote workspace
 4. Staying engaged
 5. Managing your mental health
-

1. Getting organized

“For every minute spent organizing, an hour is earned.”

- Benjamin Franklin

Regardless of where you learn, you are a full participant in your classes, and organization is paramount for success.

Here are some tips for getting organized:

- Note in your schedule whether you are attending class in person or remotely for each day of class.
- Organize assignments and course materials for easy access whether you are in class or remote. A digital calendar can help you track assignments/due dates.
- Visit your Schoology course pages to see how each course is organized.
- Review your syllabi and consider asking your professor clarifying questions.
- Test your devices and any course-specific programs and confirm all logins are working.

2. Managing your time

“A good system shortens the road to the goal.”
- Orison Swett Marden

Whether you’re back in the classroom, online, or both this fall, planning each day can help you stay on track.

- Here are two web-based planners we like: [Shovel](#) is more comprehensive and [myHomework](#) is more straightforward. Which one works better for you?
- [Timeblocking](#) is a strategy that can help you plan intentional time for studying outside of scheduled class times.
- The Pomodoro method (alternate 25 min. focused work sessions with 5 min. breaks) can be helpful to focus on multi-step assignments. Pomodone, Focus Booster and Pomotodo are apps to try.

3. Creating your remote workspace

“Out of clutter, find simplicity. From discord, find harmony. In the middle of difficulty lies opportunity.”
- Albert Einstein

Adapting to a new environment may require an adjustment period. Feel free to communicate with professors about any challenges and know they want you to succeed.

- Try to set up your remote learning environment with minimal distractions and avoid multitasking during class time.
- Let your family or roommates know when you’re in class and ask them to respect your need to focus.
- Reach out to AIT if you have technical issues. (630.752.4357 or ait.service_desk@wheaton.edu)

4. Staying engaged

“Starve your distractions, feed your focus.”
- Unknown

Here are some ideas of things you can do to stay connected with classmates and faculty during social distancing:

- Contribute regularly during online class discussions and create online study groups by planning a virtual co-working session with your classmates.
- Build relationships with your professors and take advantage of their virtual office hours. You can also virtually connect with services available on campus.

5. Managing your mental health

“Self-care is neither a luxury nor selfish, it is imperative.”
- Dr. Karen Hurula

Tips from the Student Care Services Office and the Wheaton College Counseling Center:

- Practice mindfulness. Schedule breaks before class, after class, or before bed. Pausing, breathing and being “present” is critical for your mental health.
- Balance screen time with time outdoors, reading a book, or spending time with people in your environment.
- Add a walk or bike ride to your day to get your heart rate up; or try these [exercises](#) you can do without leaving your room.
- Practice gratitude. Spend time each day journaling things for which you are grateful.

We believe in you!

Let us know how we can help.

Additional Resources:

[Wheaton College COVID-19 Updates](#)
[Academic Advising Office](#)

[Learning and Accessibility Services](#)
[Student Care Services](#)
[Academic and Institutional Technology](#)

[Counseling Center](#)
[Writing Center](#)
[Registrar’s Office](#)