

# PREPARING FOR ONLINE LEARNING

Information for students



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Government of South Australia  
Department for Education

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### Create a study area

- Work with your parents/caregivers to find a suitable space within your home and mark out your study space.
- Customise it – add photos and make it comfortable!
- Make sure you have enough stationery (pens, highlighters, notebooks etc) and the correct resources to study from.

### Keep your workspace tidy

- It's hard to be disciplined to work at home, and even harder if the place is messy.
- Set a timer! Do a quick 10 minute clean up before you start to learn – it helps create a calmer learning environment.

### Plan your day

- Ensure you have a clear understanding of what your tasks are for that day and when your breaks are.
- Set yourself a daily goal for what you would like to achieve by the end of the day.
- Make sure you know your logins and passwords for the sites and resources you may need to access.



### Keep in contact with your teacher/s

- Make sure you follow the learning plans designed by your teachers, stick to due dates and submit things on time.
- Remember you can always contact your teacher for help – just schedule in a convenient time with them as they may be helping another student.

### Take regular breaks

- Taking regular breaks during the day keeps your mind fresh and is one of the easiest ways to ensure you can concentrate and focus on your learning.

### Exercise

- Step away from your laptop every hour or so and do some exercise. Play with the dog in the back garden, do a 10 minute exercise or practice your dance skills! All of this helps to keep your mind and body healthy.

### Eat well

- Make sure you are eating a variety of fresh vegetables and fruit, along with lots of other nutritional foods. A healthy balanced diet is really important to our physical and mental wellbeing.



## Keep socialising

- Use online systems and apps to maintain positive social contact.
- Post on discussion boards and read other student's posts, you are all probably feeling the same.
- Set up informal discussions via online apps if you can. Choose your topic and spend some time discussing ideas, analysing texts together and swapping study tips.

## Be respectful and understanding of each other

- As with all social media platforms, a simple misunderstanding in writing can quickly escalate.
- On discussion forums you may find that some people who don't normally speak up in class now have more to say. This is a good thing! Be clear in your communication and allow everyone to have a voice.
- Listen to each other and if you are unsure of something that has been said, ask a question.
- Remember, the same behaviours and expectations apply as if you were in the classroom.



## Reach out for help

- Not everyone has access to a laptop and reliable internet. You might also be missing physical resources such as libraries and laboratories. Get in touch with your teacher if you don't have access to the right equipment.

## Finish your learning for the day

- It's important to have a clear cut-off point when you finish studying for the day.
- Pack up your study materials at the end of the day if you can, so that you can separate school from home.
- Go and do another fun task that you enjoy!



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