REGENT
BUSINESS SCHOOL
HONORIS UNITED UNIVERSITIES

COVID-19 Updates and
Best Practice for Distance Learning

REMOTE STUDY
TIPS & GUIDELINES

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COVID-19
AND EDUCATION

Covid-19 is probably one of the greatest disruptors of our time, compelling every school, college and higher education institution to rethink teaching and learning delivery.

Learning through digitally supported means has become the new normal. Covid-19 is fast revolutionising education as we know it.
So, stay at home, stay safe, and enjoy reliable, novel, high quality methods of teaching.

SETTING UP FOR
SUCCESSFUL ONLINE LEARNING

A reliable internet connection is the lifeline between home and the cyber school, college or higher education.

- Physical classrooms are being replaced by computers and internet access.
- While the connection does not need to be continuous, it does need to be dependable and sufficient so students can download learning material and exercises, and upload tasks and assessments.
- Choose a place to study
- A TV room or play area is likely to be distracting and not ideal for studying.

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03

GET UP,
GET DRESSED,
GET GOING

For some people, the prospect of staying in their pyjamas all day is the most tantalising aspect of studying at home. But bathing and getting dressed for the day, improves your state of mind, and prepares you for studying. As they say, plan the work and work the plan.

• Get up!
• Get dressed!
• Get going!

See life during social distancing or lockdown as any other regular day. Do the things you'd usually do when getting ready to go to school, college, university or work. Try to keep to normal hours and set aside time to study and time for breaks.
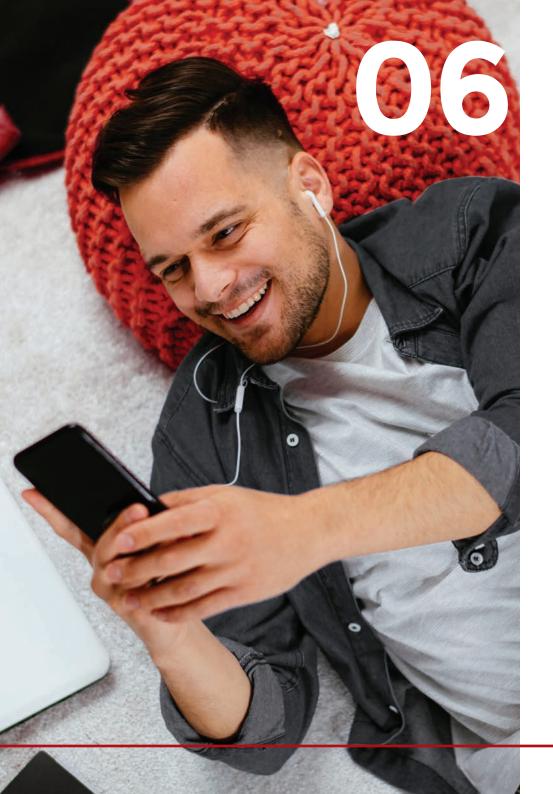
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DON'T START WITH OUT A PLAN

A well thought-out study schedule can help clear the unease for students who are studying via online platforms, and for parents who have had to step in as teachers.

• Spend some time each day and week to reassess study schedules.
• Use the school timetable as a guide
• Plan the learning, interaction and exercise times and check in on progress.
• Having a daily checklist of what you want to achieve, and a clear outline of when assignments and other important milestones are due, are helpful tools.
• Draw up a timetable, establish milestones and indicate these in the timetable. It is important (as far as possible) to meet deadlines set. If your initial plan was too optimistic, readjust. Setting realistic deadlines is key, so you feel a sense of accomplishment once you hit your targets.

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05

TAKE BREAKS

It's good to have a routine when you're studying from home, but breaks are just as important. When we are doing face to face studies our breaks are already planned out for us, but when we're planning our own study schedules, sitting in one place for hours on end can take its toll.

• Take 10-minute breaks every hour
• Get up and take a 30-minute break every 3 hours
• Have a small snack to remain refreshed and rejuvenated
• Keep hydrated with water

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SEEK SUPPORT

SEEK SOCIAL SUPPORT

Human beings are social beings, and learning is often enhanced by being in a group. In online situations, learners can feel lonely as they miss the social interaction with their peers and teachers.

Students and parent-teachers must find new ways of connecting.
• WhatsApp groups for support
• Emails for extended discussion
• Chat rooms for informal interaction
• Discussion boards for group exercises

Reach out and ask for help with an email or a telephone call, or via a group – we're all in this together.

ASK ABOUT INSTITUTIONAL SUPPORT

Schools, colleges and higher education institutions often have support structures available.
• Online library resources
• Student/parent portals which are rich with support material, such as pre-recorded webinars, PowerPoint voice overs, articles, exercises, live webinars, YouTube videos, and many more
• Counselling support for emotional needs

Studying from home for extended periods can be overwhelming and can make you feel anxious, so reach out to professionals at your institution. A problem shared is a problem halved.

07

STAY POSITIVE – YOU'VE GOT THIS!

Stay positive! Distance and online learners should focus on the joy of learning, rather than worrying about social distancing.
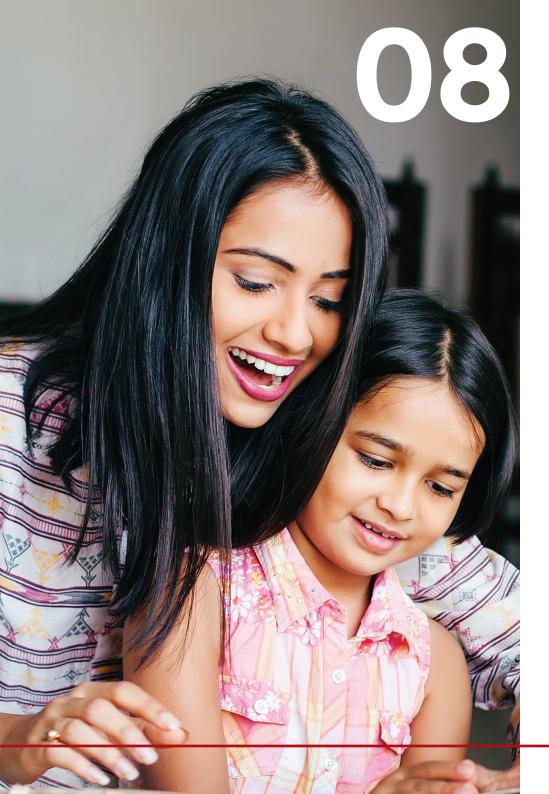
• If you find that you get tired, demotivated and despondent, take a brain beak by stepping away and doing something else

• Connecting with nature is great for boosting your energy levels. Open your window to get fresh air, water a plant or grow one, or visit one of the many websites that offer incredible views of nature

• Learning doesn't have to be serious. There are many online games that keep you learning while having fun.

ENCOURAGED

HAPPY

STRONG

MOTIVATED

THINK POSITIVE

DETERMINED

ENTERPRISING

OPTIMISTIC

IMAGINATIVE

TIPS AND TRICKS FOR SUCCESS

- Being a successful online learner requires discipline and taking control of the situation. Daily structured periods will enhance your success rate
- Get outside, get some fresh air and even sit in your garden or porch. A change is as good as a holiday.
- Do some exercise – get you heart rate up.
- Play some quick games as variety will help undo mental blocks.
- Everyone is different so select times and methods that work for you.