FINAL EXAM PREP:
STUDY SKILLS FOR SUCCESS IN A REMOTE LEARNING ENVIRONMENT

1. **MAKE A SCHEDULE**
   Your finals format will depend a lot on what your professor decides to do, so make sure to check your emails and LATTE for announcements and updates. Create your own running log of important info as you receive updates. This will make it easier to find what you need later on.

2. **ORGANIZE MATERIALS**
   Organize all your due dates onto one central place. It can be a calendar in your planner, on google calendar, or a simple word doc with all your upcoming assignments listed chronologically. Be sure double check for the most updated info from your professors.

3. **DETERMINE YOUR RESOURCES**
   Is your professor offering additional office hours, your TA? Does the BUGS tutor have appointments available? Need some feedback on your writing? Try the Writing Center. We want you to succeed so let us know what you need.

4. **DO NOT DISTURB**
   To the best of your ability communicate with your family and friends about your final exam schedule. Let them know that the exam period will be a busy one for you. This will help them respect your workspace and your change in schedule and will ultimately help you focus on your work.

5. **SET GOALS**
   Set goals you know you can reach. How much time you have before the due date or exam (including sleep time)? What can you realistically get done during this time? What material will you be graded on? Most importantly, what are some active learning strategies you can use within this time you have left? Put on that critical thinking cap and be smart with your time and energy.

6. **COMMUNICATE YOUR NEEDS**
   Communicate with your faculty members. Ask questions if you have them. We all want you to succeed. Be transparent about your needs. Friends, TA, & BUGS tutors are also great resources.

7. **PLAN STUDY BREAKS**
   Breaks are a great way to "break" up your study sessions. Get up and walk away from your desk for a few minutes. Resist the urge to pick up your phone and scroll! Your brain is already in the frame of reference for the material you’re studying, and taking a break without mentally engaging in something else (ex. social media) will help you keep that focus for an easier time restarting studying later on.

8. **SCHEDULE EXTRA TIME**
   To help alleviate the stress of a due date, be sure to factor in time for re-writes, extra study, and self-care.

9. **ORGANIZE STUDY GROUPS**
   If there is one thing we have learned from our virtual experience is that we CAN lean on one another for support. Take initiative and organize a (virtual) study session.

10. **SCHEDULE SELF-CARE**
    Practice good self care and remind your friends to do the same. You can’t do well if you don’t keep your body and mind functioning well. Exercise, hydration, good nutrition, and rest should all be a top priority.