

Dear LBWCC Saints,

COVID-19 has affected us all in many ways. We, your Student Success Coaches, would like to provide this information/resource packet to help ease some of your worries, as you leave campus for the semester. We hope that you will take advantage of this information and finish the semester strong.

To the students who have been struggling to find the motivation/discipline to do homework, study, and go to class every day, virtually or on campus, you have our respect. You've all worked so hard. We are proud of you for putting in hours of work required to succeed in your courses

Stay strong. The semester is almost over. The time to relax and take a day off will soon be upon us. School, work, relationships – none of these are easy, but they're worth the effort. Keep your head straight, your mind and body strong, and continue to work hard.

A big thanks for all of the tips and words of wisdom from the instructors.

Sincerely,

Nikia and Savannah, LBWCC Student Success Coaches

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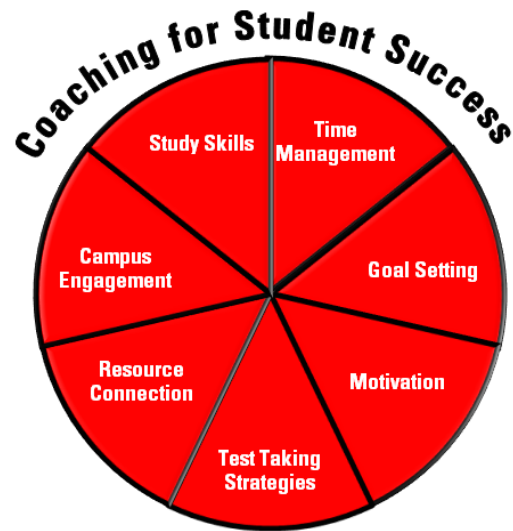
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As Student Success Coaches, our Top 3 Desires are:

1. To help unprepared students be prepared
2. To help prepared students achieve
3. For those that are already achieving, help do exceptional things

5 Tips

To Succeed in an **Online Class**



1



Tackle time management

Putting off watching online lectures and doing assignments will only cause you stress.

Reduce your Netflix time by a few hours a week, put that time toward your online education, and you'll be golden!

2



Find a good study space

WiFi? ✓

Comfortable? ✓

Organized? ✓

No distractions? ✓

Now, go forth and study!

3



Form a study group

Make studying fun(ish) and reach out to other students in your class. Maybe you'll even make some new friends out of it!

4



Take breaks

Know your limits. If you've been staring a screen for hours, your brain is tired. Go for a walk, grab a snack, and take a breather.













5



Reach out to your professor

Don't be afraid to send them an email or go to office hours. They're there to help!

Online Learning Tips

	Log in daily to keep on track with announcements, assignments, etc.		Be serious about the program and each course you take.
	Voice problems or concerns immediately ; don't wait until you're behind.		Review the syllabus to get an idea of the course's pace and required materials.
	Utilize all resources that Regent offers, such as the online library.		Find a quiet place and carve out time to study online.
	Prepare to communicate primarily through writing.		Read lecture notes and all other materials posted online.
	Share your experiences in education, life and work, and respectfully listen to others.		Take notes on what you read; it helps with retention.
	Understand potential differences the online learning format brings, compared to a traditional classroom.		Apply what you learn to discussions, assignments and exams.

Time Management for Online Learners



Find out what is expected of you from each course

Convince yourself you can do it all

Self-pacing is key

Create mini-deadlines

Don't be afraid to ask for help

Prioritize your schoolwork



Back everything up



Learn to say "no" without guilt



Write down due dates

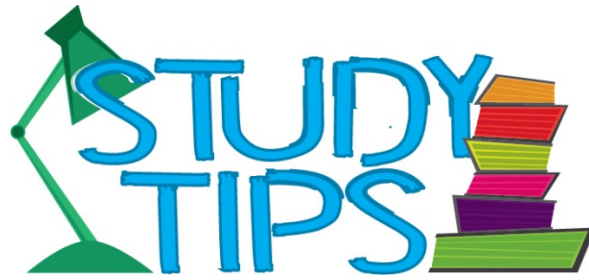
Ways to Manage Procrastination

1. Turn off ALL electronics
2. Start projects when they are assigned
3. Do your work in a quiet/organized place
4. Find an accountable and responsible study companion

TIME MANAGEMENT

10 Strategies for college students and adult learners

-  **Focus on Long-Term Goals**
It's hard to get to your destination if you don't know where you are going. Immediate and short-term goals will lead to accomplishing long-term goals.
-  **Write a To-Do List**
Writing a To-Do List serves as a reminder of the important tasks that you need to prioritize.
-  **Prioritize your Work Constantly**
Decide what important task is to be done first. Planners can help you organize your week.
-  **Budget your Time**
Creating a weekly schedule will help you determine how much time you spend on your activities. Don't forget to include some time for rest and relaxation.
-  **Be Realistic About Time**
Academic work takes a lot of time, so be realistic about the time you will spend on each task.
-   **Work Out your Optimum Study Method**
Study in the manner in which you learn best—at home or at the library, alone or in a group, in silence or with music? Find what works best for you.
-  **Find a Dedicated Study Space and Time**
Create a place free of distractions where you can study and complete your assignments.
-  **Review Your Notes Regularly**
Reviewing your notes will help you prepare for the next class and think of questions you may ask for clarification.
-   **Solicit Help When you Need it**
Let your friends and family know your schedule and needs—a little support can go a long way.
-  **Don't be Afraid to Say "No"**
Sometimes you have to decline an activity to make time to study. Decline politely and be clear with your reason and determine a different time.



1. 50 – 10 Rule – Study 50 minutes of every hour. Spend 10 minutes clearing your mind. 45-50 minutes is the optimal time that your brain can stay attentive.
2. Manage Your Time – Organize your calendar. Designate time for studying, free time, and exam times. Plan ahead and take your time studying.
3. Catch Some Z's – Keep energy levels high! Sleep 7-9 hours so you can be more awake and energized.
4. Make Flashcards and Study Guides – Studies say using flashcards drastically improves retention rates. Begin preparing and making study guides one week before the exam.
5. Join a Study Group – Teaching and speaking are a great ways to retain information. Join ONLY if it helps you. Don't let it be a distraction.
6. Exercise – Let off steam and clear your mind. An active mind is more productive.
7. Relax – Keep your stress levels low and worry less.
8. Do a Practice Quiz – Ask friends/family to quiz you on subjects that are difficult.
9. Eat Healthy – Your body will feel better and you will be more alert.
10. Reward Yourself!



Child Development

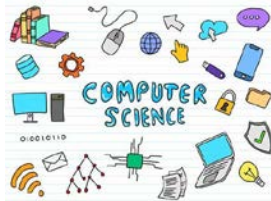
Danita Day

Office # (334) 881.2309

Office Location: CDC 109

Top 3 Tips to Succeed in My Class:

1. Turn your work in by the due date (points are deducted or a zero may be given if not excused).
2. Put forth your best effort in whatever you do! (When I know that you are trying your best I reward that effort)
3. Contact me when you are experiencing difficulty or have extenuating circumstances.



John Bess

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Top 3 Tips to Succeed in My Class:

1. Ask for help as soon as you need it
2. Work ahead
3. Don't get behind



Denise Sauls

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Top 3 Tips to Succeed in My Class:

1. Communication
2. Meet deadline for all makeup work, check grades for each class on Canvas to see what is missing. You will find zero's for all missing work
3. Be prepared for finals



Mollie Waters

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Top 3 Tips to Succeed in My Class:

1. Log in to Canvas regularly and check your announcements and assignments.
2. Message me when you have questions! I'm here to help you!
3. Take it one step at a time! If you are feeling overwhelmed, you set up mini-tasks for yourself, and complete them one at a time.

Shannon Lightsey

English and Humanities

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Top 3 Tips to Succeed in My Class:

1. Use the resources I provide
2. Read and follow instructions
3. Meet deadlines

Elena Nicholson

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Top 3 Tips to Succeed in My Class:

1. Attend class regularly
2. Follow directions/organization on assignments and example work
3. Participate during class



Katie O'Neal

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Top 3 Tips to Succeed in My Class:

1. Tell someone else what you just read/studied. "Teach" the material to someone.
2. Make index cards and drill and practice.
3. Type out any hand written notes.

Maria Thigpen

Office phone number: (334) 881.2314

Email address: mthigpen@lbwcc.edu

Top 3 Tips to Succeed in My Class:

1. Access and **study all** available materials in each Module/Chapter
2. Use the posted **review resources** to better prepare for the quizzes/tests
3. **Contact** Mrs. Thigpen if you need any help



Linda Michelle Goosby

Mathematics Instructor
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Top 3 Tips to Succeed in My Class:

1. Read Syllabus, Read Text, View Videos, & **Complete Assignments**
2. **Meet Assignment Deadlines** & Avoid Procrastination
3. **Communicate Potential Issues** with Instructor

Kelly B. Wilson

kwilson@lbwcc.edu
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Preferred email contact, Canvas email. This is checked far more frequently

Top 3 Tips to Succeed in My Class:

1. Please allow plenty of time for all assignments and homework. Keep in mind that you are learning new mathematical skills. It's okay and expected that you make mistakes. Practice to improve and learn from your mistakes.
2. When the lecture videos and problem explanations aren't enough to help you understand the material, contact me! We have several tutoring options to help you. We can work through solutions via email, or set up a tutoring session on campus or online. Also, I can create a short video for your particular problem if that may help.
3. Practice, practice, practice! Math is a skill, like playing a sport or playing an instrument. No one is good the first time they play. The only way to improve is to practice!

Rachel Boothe

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Top 3 Tips to Succeed in My Class:

1. Attend class
2. Do homework
3. Study for tests

Pat Senn

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Top 3 Tips to Succeed in My Class:

1. Watch the videos and work through the problems in the PowerPoints.
2. Work through the assignments in Canvas. However, this is only a sampling of the concepts covered. To be proficient, seek out additional problems in the text or online and practice, practice, practice.
3. DO NOT wait until the night before the test to prepare. Set aside some time each night to work through problems. If you are having trouble with a concept, seek assistance immediately.

Sharon Stricklin

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(334) 493.5353

Top 3 Tips to Succeed in My Class:

1. Watch all videos and read all handouts provided in each Canvas module.
2. Don't wait until a few days before an assignment is due to begin. Give yourself plenty of time to learn the material.
3. Make sure to avoid late penalties by completing all assignments before the deadline.

**Medical Office Administration****Amy Tillis**

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Top 3 Tips to Succeed in My Class:

1. Being proactive in Attending Class
2. Good time management skills
3. Learning how to organize to stay on track.



Nursing

Robin Eckert

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Top 3 Tips to Succeed in My Class in NUR 112—Fundamental Concepts of Nursing

1. Do NOT allow yourself to fall behind—don't procrastinate.
2. Focus on learning, not studying/memorizing to pass a test—you will need this information every day.
3. Believe in yourself!—No matter how many times you fall, get up again!

April Ennis

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Top 3 Tips to Succeed in My Class:

1. Check your Saints email daily for communication.
2. Log in to the Canvas course at least three times per week (as scheduled via the course calendar).
3. Turn in assignments as scheduled.

Renee Faust, MSN, RN

Nursing Instructor

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Top 3 Tips to Succeed in My Class:

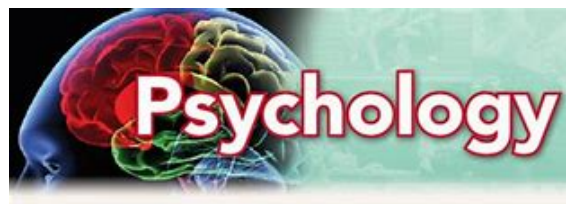
1. Be prepared for lecture
2. Take notes in lecture and listen to screencast lectures
3. Learn to apply clinical application to theory



Rachel Green
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Top 3 Tips to Succeed in My Class:

1. Complete & turn in assignments
2. Work ahead if you can
3. Don't get behind!



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Top 3 Tips to Succeed in My Class:

1. Come to class.
2. Don't procrastinate – study the information a little almost every day instead of just before the test.
3. Communicate with me if you have any issues that arise. I cannot help you if I don't know you need help.

