

REMOTE LEARNING @ SAIC:

10 Tips for Success as You Move Your Studies Online

TECHNOLOGY AND TOOLS

Prepare to utilize Canvas. SAIC faculty will use the Canvas learning management system (LMS) as their primary tool to both deliver their online instruction and collect your work/assignments. Having a basic understanding of this platform is essential. Most students should have some familiarity with Canvas because it has been highly utilized by faculty to support on-campus instruction, but now is a good time to refresh your skills as a student Canvas user. Review our [Canvas Student Orientation](#) course or visit the [student guides](#) and [videos](#) in the Canvas Community.

Contact the CRIT Help Desk if you need technology support. If you experience any technology or internet access issues, please call the CRIT Help Desk, which remains open to support the SAIC community. The Help Desk can be reached at 312.345.3535 or at crithelpdesk@saic.edu. For any Canvas questions, email canvas-help@saic.edu. If you run into problems, reach out to faculty to let them know if the issue is impacting your ability to submit or participate in class work, and try to keep them updated until the issue is resolved.

STAYING CONNECTED TO YOUR STUDIES

Communicate with faculty. If you have questions or receive assignments and instructions that are unclear, raise a digital hand and ask for help. Faculty will rely more than ever on your own written communication regarding how you are doing and what your needs might be. When you need help, do not wait for it to come to you. Reach out to your faculty member via the modes they have identified to you for this purpose (email, Canvas, Zoom video office hours, etc.) If you're not sure how to approach your faculty member, contact your academic advisor or other support resources at SAIC.

'Show up' for class. Building habits for being present and engaged are even more important in online study. Make sure you are actively monitoring your email and Canvas class pages for outreach from faculty, alerts to new assignments or course requirements, or opportunities you may want to pursue. Read your emails fully and carefully, and keep a list of to-dos based on the information they contain. The best way to keep messages from piling up and to keep on top of what you are being asked to do is to create a routine and stick to it. You may also want to use [Gmail's Labels feature](#) to organize your inbox. Note that Canvas allows you to customize how you receive email notifications from the system. You can find [notifications on your Dashboard](#) in Canvas, and set your email [notification preferences](#).

STAYING CONNECTED TO YOUR STUDIES

Ask for help. If you're feeling confused, ask for help. If you can't find something or don't know where to find something, ask for help. If you're not sure how to use a particular system or tool, ask for help. Above all, remember that faculty and SAIC staff are fully engaged in supporting you and your learning, so if you need something, ask for help!

COLLEGE...AT HOME

Make the most of your internet access. When you are participating in live video/audio class activities, do your best to close other applications that use the internet. Ask others in your household to do the same if at all possible (i.e., no online gaming, Netflix, etc.). If your access is sporadic, plan to work when it is the strongest and to start by uploading assignments/work and downloading files.

Develop a schedule and space for your studies. Faculty have been encouraged to prepare work for you that is largely asynchronous, meaning that the work will not require you to directly connect with them at a given time. This means you have some freedom to schedule your own time for schoolwork. Try to be consistent in your hours of study, and try to take advantage of times when your living environment might be the quietest or most free from distractions. Try to find a place to study that is isolated, quiet, and/or comfortable, or at least try to identify study locations and times when they will be the least in-demand by others in your home.

A MINDSET FOR SPRING 2020

Embrace the creative opportunities of the moment. With studio or other making-based classes especially, both you and faculty will need to completely reimagine how to achieve course learning objectives via remote instruction. This might be disappointing, but as artists you have a chance to push your own practice and conceptual development against some enormous challenges. Be prepared to adjust your expectations accordingly. At worst, when the class is over you will have achieved something important despite the difficult circumstances, and can return to your former ideas and practice in the future. At best, you will find exciting new ideas and modes of making that will be a part of your creative practice for the rest of your life. Confronting these challenges and continuing to create will make you a better artist, designer, or scholar.

Your faculty are your greatest resource. There's no question that the temporary loss of our campus buildings, including libraries, shops, labs, and other making spaces has been dearly felt in our community. However, SAIC's greatest resource for students is still very much present and available to you: the faculty. The same world-class artists, designers, scholars, and educators who began this semester with you have now devoted tremendous creative and critical energy to reshaping their curriculum to meet your needs as students working remotely. Take full advantage of your continued relationship with your faculty. Ask questions. Propose ideas. Be active in class dialogues and assignments. As much as you can, utilize the opportunities your faculty will continue to offer you, and continue to study, work, and grow.

Practice empathy. All of us, students, faculty, and staff, are grappling with just how much our goals, expectations, and lives have been changed individually and collectively in the past few months. Remember that your faculty and fellow students are all on their own journey through this ordeal, and practice patience, generosity, and kindness with your peers and your instructors. We are all in this together, and the more we each consider the feelings and the position of others, the better we will all be able to carry on in our work together.