

Five Tips to Being a Successful Student

Last Modified on 11/10/2021 11:57 am EST

Tip 1 | Be self-motivated and self-disciplined

Self-motivation and discipline are essential qualities to become a successful student. Here are some tips to help with keeping focused and organized:

- *Make time for your learning* - Schedule blocks of time each day to work on readings and assignments. If you accomplish your best work early in the morning or late at night, be consistent and allow yourself uninterrupted time to work on your coursework.
- *Keep your eye on the prize* - A great way to stay motivated is remembering why you started the program -- earning that degree! Give yourself small goals to reach throughout the program; before you know it, you will reach your ultimate goal.
- *Create a calendar for assignment due dates* - Using one of the many free calendar apps available can keep you on top of assignment deadlines. If you cannot find the right app that works best for you, get an old-fashioned paper calendar, that works just as well!

Tip 2 | Establish a good workspace

Find a space in your home where it is quiet, well lit, and have a few snacks nearby to establish a working area. Having a consistent space that you can work for a few uninterrupted hours throughout the week will aid in your online course success.

Tip 3 | Communicate clearly and succinctly

Being able to communicate through writing is an important skill to acquire. If you are enrolled in an online course, you will experience different writing formats such as discussion forums, journals, papers, peer review, and virtual meetings.

Here are a few guidelines to follow for effective writing:

- Clearly state your goal.
- Be mindful of tone in your writing.
- Be concise in your writing and limit jargon.
- Proper grammar and punctuation are very important.

Tip 4 | Know your technology

As a student at McNeese, feeling comfortable with technology is important to your academic success. Prior to learning and using online campus services, make sure to have access to the following technology:

- A computer that is up to date with hardware and software requirements
- Reliable internet connection
- Webcam, microphone, and audio capabilities
- Access to a printer
- Access to [Microsoft Office](#) or Google Suite Tools. All McNeese students have access to [Office 365](#).

Tip 5 | Stay connected with your instructor

Your instructor is just an [email or phone call away](#)! Staying connected with your instructor will aid in assignment clarification and expectations. Instructors may use communication tools such as email, phone conferencing, and

web conferencing throughout their course. The course syllabus will provide you with helpful information about how to contact and communicate with your instructor.

You can also contact your [campus advisor](#) or the eLearning Department if you need help, see contact information below.

Need Additional Help?

Contact Office of eLearning by phone (M-TH 7:30 am – 5:00 pm and Friday 7:30 am – 11:30 am). Dr. Wendi Prater, Director, 337-475-5126 Office, wprater@mcneese.edu

For internet connection or WiFi, email, VPN, office phone, Office 365, any McNeese login, or online course computer requirements, equipment requirements for online courses: Contact Office of Information Technology by phone (M-TH 7:30 am – 5:00 pm and Friday 7:30 am – 11:30 am) 337-475-5995. **Email recommended:** helpdesk@mcneese.edu
