



## Maintaining Academic Support Services in the Face of the Coronavirus Crisis

The Learning Center, Reading Center, and Writing Center will shift all academic support services online. This format will be available as long as Baldwin Wallace University continues to provide online instruction.

### The Learning Center

1. Tutoring Support
  - a. Individual tutoring support is available for some subjects. A list of tutoring subjects will be on the BW SMART Link in Blackboard (see item #4 above the "Book Your Appointment Now" button). Students will:
    - i. Make an appointment in Accudemia.
    - ii. The tutor will email a link to Blackboard Collaborate.
    - iii. At your scheduled time, click the link to join the Collaborate session with your tutor.
  - b. ***Smarthinking Online Tutoring*** is available 24/7 for BW students. If you run out of hours, email [lrcntr@bw.edu](mailto:lrcntr@bw.edu) with a request to add additional hours.
  - c. ***Study Edge*** is an online learning support platform for students that offers videos, study guides, and practice problems. This resource is free for BW students. Follow the steps below to access Study Edge:
    - i. Go to [StudyEdge.com/BWU](https://StudyEdge.com/BWU)
    - ii. Choose a subject
    - iii. Enter your first and last name
    - iv. Enter your NEW BW email address (username@bw.edu)
    - v. Enter access code BWU1845 and continue
  - d. ***Grammarly*** is available to all BW students. If you did not activate your account, email [lrcntr@bw.edu](mailto:lrcntr@bw.edu) and we will email an invitation.
2. Academic Coaching sessions will be available online. Students will:
  - a. Make an appointment in Accudemia
  - b. The Academic Coach will email a link to Blackboard Collaborate.

- c. At your scheduled time, click the link to join the Collaborate session with your academic coach.
3. Success Seminars for 03/18 and 03/25 are canceled. More information about moving to an online format is forthcoming.

### **The Reading Center**

The Reading Center will also conduct online reading sessions with students using Blackboard Collaborate. Students will:

1. Make an appointment in Accudemia.
2. The Reading Specialist will email a link to Blackboard Collaborate.
3. At your scheduled appointment time, click the link to join the Collaborate session with the Reading Specialist.

### **The Writing Center**

The Writing Center will provide email consultations for all appointments. Students will:

1. Make an appointment in Accudemia.
2. Students will email a draft of their paper(s) to the Writing Specialist at the beginning of their appointment.
3. The Writing Specialist will read the students' work and respond with recommendations via email.

# Online Coursework Tips

All BW courses will be offered via remote instruction for the remainder of spring 2020.

The mode of instruction for learning course content has changed, but it is still imperative that you stay on top of your studies. If online learning is a new experience for you, here are some tips to help make this experience a positive one.

## Claim a Study Space

First and foremost, set aside a designated area where you will study. Whether you are in a residence hall, at home, or in a hotel room, the study space should be a location where you will be alert but comfortable. Avoid completing assignments on your bed.

## Manage Distractions

To get the most out of your online courses and focus on the resources you need to study, remove as many physical and digital distractions as possible. Simple ways to minimize distractions can be:

- Silence the cell phone and place it face down or out of sight.
- Turn off notifications and pop-up message features on your computer.
- Close all computer apps and programs not required for your class.
- Sit facing away from windows and doors.
- Try using one of Google Chrome's free extensions like RescueTime or Stayfocusd.

## Stay Motivated

Self-motivation is critical to success. Do not underestimate the effort required for online classes. Stay motivated and engaged in the online learning experience and take the online courses as seriously as if they occurred face-to-face. Complete all readings and homework assignments as they enhance learning and build skills and required knowledge for future assignments and exams.

## Cooperating with Your Professor

The more engaged you are in online learning, the more you will learn, and the better the experience will be for you and your faculty. Excellent communication is vital. If you are confused or have suggestions or concerns, be sure to use the mode of communication your faculty member recommends and be patient while awaiting the response.

## Time Management

Don't let the freedom of online coursework derail your time management plan. In addition to scheduling time for each class, consider how much time is needed to complete reading and homework assignments. Make a list of tasks and due dates so you can track your progress. If you need help, The Learning Center has Time Management worksheets available for download on the BW SMART link on Blackboard under "Resources."