Where will you study?

Think about your study location. Will you be more likely to stay on task if you and your parents and siblings all work at the kitchen table, or will you do better away from people?

If you can't get your own space to work in, can you build a barrier around yourself with books and binders to create a "carrel" like they have at the library?

When public libraries eventually re-open, consider going to yours if you think you'll concentrate better there.

Keep yourself on a schedule

While you're stuck in the house, it can feel like work can get done at any time. This will make it easier to get behind.

- Figure out when you'll be able to focus best. Are your parents and siblings all doing their work at the same time? If so, does that help you stay on track? Or do you do better when everyone else is doing their own thing?
- Don't forget to schedule in breaks meals offer a natural opportunity for these.
 Studying for hours in a row is unlikely to be productive.
- Speaking of breaks a timer is your best friend (use the one on the oven or your phone). Use it to keep breaks from lasting longer than they should and stay on track.
- Try to move around a little to relieve the stress. If you can't walk, bike, or run, can you at least stretch? Find a video to follow online if you don't know what stretches to do.

The point of creating a schedule is to make sure you set goals to get all of your work done and remove the need to constantly make decisions about what work to do next. We suggest doing work at least two days before it's due, to make sure it's done on time. You can treat your schedule like a work week and do no work on the weekends, or you can spread them out.

Managing your time is a key element to decreasing academic stress and academic success. Create a time management <u>schedule</u> to help you in your efforts to stay on track.

- Wear headphones and choose your music carefully. Try to pick something without words so that the music won't interfere with your comprehension of reading or distract your thought process while you write or work on problem sets.
- Try the <u>Pomodoro</u> method of working for 25 minutes, taking a five-minute break, then repeating this pattern 3 more times in a two-hour block. Some students find it motivating to know they only have to work 25 minutes before they can have a brief break.
- Keep a fidget object nearby. If you don't have one of those little stress balls, take a few minutes and make your own infinity cube using Youtube to search helpful DYI ideas for fidget toys, playdough or etc.

Dealing with your online classes

- Shower and dress the same way you would for class on campus to sit at the computer your online classes it may help you stay focused if it feels a little more like you're really attending class.
- Even if they're recorded to watch later, 'attend your classes if professors are running them live. It will give you a chance to ask questions and see what your classmates are asking, too.
- Reduce distractions turn your phone off or put it in another room, don't open any other browser windows or tabs except for the one where your class is streaming, and if you can be in room alone, keep the door closed. If your pet is a distraction, keep it out of the room, too. (Add snuggling time as part of your schedule.) And wear headphones to screen out noises happening in your home.
- See if the Teachers Assistant or professors are holding office hours online.
- Check the syllabus at least once a week to make sure professors haven't changed anything.
- If you take medication and you're now in a different time zone, you may need to adjust the time at which you take it if your classes are being held live at the same time that they were when you were on campus. (Thanks to Lorre Wolf of Boston University for this idea!)
- If you are registered with the Disability Resource Center office, be sure to check in with the office regarding your accommodations!

Utilize and maintain your social connections

- Can you and your friends arrange a virtual "study hall?" In other words, can you set a time each day to meet on Facetime or another platform, but instead of talking, just do your reading or problem set? By setting a time to "meet," you'll create a sense of obligation for yourself to sit down and work because you won't want to let your friend down by not showing up. Switch days being the study hall monitor assign someone to keep yourselves on track and not distract each other. (Helping each other when someone is stuck is okay.)
- As part of your schedule, block in time to "meet" with your friends on gaming or social networking platforms for non-work-related socializing, too.

Student ideas

- Print the syllabus and check off as you go (great visual).
- ^o Write down deadlines and create cell phone alarms for assignment due dates.
- Find tips on how to study for various subjects. Implement those ideas and reassess weekly what works and what needs improvement.
- Communicate with your professor when you need clarification; it can be pretty lonely doing it solo. Check-in online daily,and your professor can see when you were on the site and how much time was spent on certaintasks.
- Connect via email with other students that seem to have a good grasp on what is happening in class.

Important student information

ADVISING: Those of you with non-faculty advisors have already received an email from your advisor. Advisors will conduct either online or phone-based appointments. Please make your appointments through Starfish as you typically do.

Students who become ill with the virus and who may require temporary services can contact the DRC via email for a consultation. The student will be asked to provide verified documentation of a COVID-19 diagnosis as part of the process.

The Engineering Department has available tutoringfor all engineering majors. Email Austin McCoy <u>austin.mccoy@tamuk.edu</u> if you need tutoring assistance in a course and he will forward your request to the advisor and they will send you a link to connect with them online via Blackboard Collaborate.

As of March 23, the PAAC has moved to online services. **Supplemental Instruction** is held virtually at your regularly scheduled time. SI Leaders are reaching out to their students with a link to their online SI sessions. To request tutoring or mentoring, please email us at paactutoring@tamuk.edu

- Be sure to state the following in your email:
 - Specify in the email subject line the type of service being requested: tutoring, mentoring, general question or other
 - K number
 - Class needing tutoring assistance (Example: CHEM 1302-001, Inorganic Chemistry)
 - Review the <u>tutoring schedule</u> to view tutor availability and let us know what time you would like to meet with a tutor during that subject time availability.
- You will receive an email from your tutor or mentor that will provide a link to get you into your session at the appointed time.
- Please be advised that each tutoring or mentoring session is one hour in length.

WRITING CENTER

As of March 23, the Writing Center has moved to online appointments available. Each session is one hour in length. To make an appointment:

- o If you do not already have one, create an account for yourself.
- After creating your account, you will be taken to an online schedule. Click on a white square for the time you'd like your one-hour appointment.
- Fill out the appointment sheet.
- When the time comes to meet with your tutor online, go back to the schedule and click the same square you made your original appointment on. Then click the red "Start or Join Online Consultation." You will be guided by your tutor on what to do next. (If you cannot connect within 5 minutes of the start of your appointment, your tutor will attempt to email you with the email address you provided. They will instruct you via email on what to do next.)

COUNSELING SERVICES

Student Health and Wellness, Counseling Services has moved to Tele-Mental Health counseling services rather than face-to-face appointments for the duration of the semester or until the social distance recommendations are lifted. This means students can access safe, secure Tele-Mental Health counseling from anywhere they have internet access. Tele-Mental Health will be delivered through a **HIPPA secure** platform called ZOOM.

Eligibility to receive Tele-Mental Health services:

- Currently enrolled in classes at Texas A&M University-Kingsville or the Irma Lerma
 Rangel College of Pharmacy
- Student must be in the state of Texas at the time of service delivery
- Ability to connect to a meeting on-line through ZOOM
 - Access to the internet
 - Access to a confidential location

Between the hours of 8 a.m. - 5 p.m. Monday through Friday, Tele-Mental Health appointments may be scheduled by calling:

- Student Health and Wellness 361.593.3991
- Renée Weiss, Assistant Director 361.593.4471

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Students may also call a Professional Counselor to schedule a Tele-Mental Health appointment:

- Maria Coolbaugh (office) 361.593.3492 or (cell) 361.589.5034
- Synthia Garza (office) 361.593.3421 or (cell) 361.355.9355

Cory Martin (office) 361.593.3397 or (cell) 361.356.7224Confirmation of your identity and location will be confirmed at the beginning of each Tele-Mental Health counseling session.

Please note: Upon the initial counseling intake session you and your counselor will determine if Tele-Mental Health services are appropriate to address your specific need. Specific instances where Tele-Mental Health may not be appropriate include but are not limited to: current suicidal or homicidal ideation, moderate to severe mental health disorders, and/or unsuitable technological capability. If the need for direct, in-person services are more appropriate, you may be referred to an outside agency or provider and may be responsible for any financial obligations incurred.

** The <u>Student Health and Wellness Health Care Clinic</u> is providing services by phone on a scheduled basis. No walk-in appointments are being taken at this time. Call 361.593.3991 for assistance and /or to schedule a phone consultation with our health and wellness professionals.

Created on 4.13.2020

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