1. **Understand the Time Commitment**  
An average 3-credit course requires you to study about 10 hours per week. Science and math courses will generally take more time, not only because they are often 4-credit courses, but also due to the nature of the material you are studying. Plan around 15 hours (or more) for these classes per week.

2. **Create a Schedule**  
Determine from hour to hour what you are going to spend your time on each day. Check the schedules for each of your classes on Blackboard frequently. As we are transitioning to remote instruction, deadlines may change. Please see our “How to Create a Schedule” handout.

3. **Get the Right Equipment & Technology**  
Be sure to communicate with your instructor regarding what is needed to be successful in your course.

4. **Create a Study Station**  
This should be located in a separate area where you will be able to focus and experience the least distraction, much like you are going to the office to work. Again being a college student with 12-15 credits is a full-time workweek.

5. **Make Use of Course Materials**  
Make use of all the course materials and resources available to you to get a thorough understanding of the subjects you are studying.