



Online Learning

How to be a Successful Online Learner

A Guide to Online Learning for Adults



There are many benefits to online learning:

- It is very flexible – you can learn at a time and in a place that suits you
- You can take courses from all over the world
- The range of courses is huge – you can find a course on just about anything – so your choice isn't limited to what is available in your local area
- Courses can be for all levels of ability
- Often you will achieve a certificate when you complete a course

However, online learning isn't for everyone. You do need self-motivation and the ability to work by yourself.

In the Adult Learning section of High Life Highland's website you can find a list of some online learning websites. Browsing through the list will let you see the wide choices which are available.

<http://highlifehighland.com/adult-learning>

If you do decide you'd like to try an online course, here are some tips to help you succeed.

How to Succeed as an Online Learner

1. Choose Carefully

Make sure it is the right course for you. Don't set yourself up to fail by signing up to something in haste and then realising it isn't what you thought it would be.

Read what the course entails:

- The content
- Level it is aimed at (e.g. is prior knowledge required or is it an introductory course)
- What you will learn from the course (your learning outcomes)
- Anticipated time commitment
- Any assessments you will need to complete
- What core reading you will be expected to do

2 Make sure you have the right technology

There is nothing more frustrating than finding out that you can't get access to the course you've signed up for because it won't work on your piece of kit. Remember to look at the technical requirements, for example:

- Will you need Microsoft or Flash player or Apple?
- Is your broadband speed fast enough?
- Do you need a printer?

3 Consider where you will learn

The place where you are going to study is important:

- It should be somewhere that you can concentrate and doesn't have distractions
- Have enough space around you to work comfortably
- Have good lighting and a comfortable chair

4 Set aside time to work on your course

Planning your time commitment to the course will help you succeed.

- 79% of students found that setting aside regular study time and managing their time was the most important key to their success

5 Connect with other learners on the course

Just because you are not in the same room as other students on the course doesn't mean you can't connect with them as most courses will have online forums that you can join.

- Don't be afraid to ask questions related to the course you're studying
- Always be aware of internet safety – don't share personal information and personal details in online forums

6 Persevere!

Don't give up if you meet the occasional hitch with your course – remember why you wanted to do the course in the first place. Good luck!

