## FIVE ONLINE SCHOOL SURVIVAL GUIDE

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Since the early months of 2020, the world has been confronted by different natural and man-made catastrophes that tested our ability to cope with the ever-changing world. The latest of which, is the pandemic caused by the spread of Covid-19. This virus brought excruciating impact to our health and economy. Even the education sector was not spared from the effect of this pandemic. Classes were halted and school operation was temporarily suspended. We were caught up standing between public security and economic stability.

However, as public servants in the education sector, we know and we understand that life will still keep on going and so, we must learn to adapt to the changes due to this pandemic. Classes immediately shifted from face-to-face to blended learning. Moreover, (Villa & Manalo, 2020) explained that teachers should develop plans and techniques to match the changing norms of teaching and learning.

At the start, it has been tough both for the students and faculty, but as time goes by, we learn to sail with the waves. Furthermore, (Roe et al., 2021) expressed that given the availability of digital infrastructure, we are surprised that the teacher's digital competence focused on individual tasks and not so much on group teaching. But for those who are still trying to cope up, I have listed down 5 survival guide on online learning.

Be Prepared – always treat your online class like a "real" classroom class. You should prepare the way you prepare yourself during face-to-face classes. That is, being physically prepared and making sure that you have done all your assignments, projects,

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reports, and other academic requirements. Also, you should have studied your lessons before entering into your class.

Commit to a Schedule – we all know that online classes are a bit challenging. But sometimes the reason why it becomes extra tough is because of our time management. It becomes stressful when we have the "I'll just do it tomorrow" mindset. You should learn to commit to a schedule. Commitment requires discipline.

Eliminate distractions – another reason why online learning becomes challenging is due to the distractions that surround us. It is easy to be distracted when you are in your personal space. But we should set our goals straight. And our goal is to pass all our courses or subjects. Focus is the key!

Devote time for studying and relaxation – just like in a normal face-to-face class set up, online class requires time for studying. Do not ever think that since everything is easily accessible online, you have the leeway to not study your lessons. Remember what I said in survival guide number one? Always treat your online class like a "real" classroom class. However, relaxation is equally important as studying. One should know when to take a break. Relaxation is essential to your physical, mental, and emotional health.

Make the most of your resources – take advantage of your resources. Through online resources, everything comes in small sizes like books and dictionaries. They are one click away! Maximizing your resources can increase your productivity. But take note, be aware of the fake and trolls' site!

These are just some of the guides on how you can survive your online class. But remember, in the end it is still your discipline towards studying that can help you survive this academic year!

References:

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