Peer Tutor Tips for Learning and Working Online

Learning Centre peer tutors have collected their best suggestions for success:

1. Create a work and study schedule and stick to it.
   - Pick times to start and stop working/studying
   - Make sure to set time aside for lunch, breaks, walks etc.
   - Dedicate yourself to the task. If it’s working, focus; if it’s a break, enjoy it.

2. Take breaks every hour or two for at least 15 minutes.
   - Go for a walk, watch some TV, or check your phone.
   - Stand, stretch, and move around at least once an hour.
   - Look at something at least 20 feet away for 20 seconds every 20 minutes.

3. Set up a dedicated workspace that is not the same place you relax.
   - If you have limited space, make a space for just relaxing (a couch, your bed etc.) and when you’re there, do not do any work.

4. Set up a morning routine.
   - Tidy your room, your house, your work area.
   - Shower
   - Make breakfast
   - Just set up a routine that makes you feel good and sets up your day for success.

5. Find something fun and engaging to do.
   - Learn something new.
   - Play an instrument, knit, learn a language, play video games.
   - Make sure it’s fun and that it engages your brain.

6. Set ground rules with the people you live with
   - Make sure that when you’re working/studying that they should not treat you like you are home.
   - Set up times or a signal or a sign which will let people know when they can disturb or interrupt and when they cannot.

7. Try to find safe ways to socialize.

8. Go outside as much as possible.
   - Whether on your deck or balcony, in your back yard or going for a walk, try to get outside as much as possible. The fresh air and sunlight will help so much.

   - If you are not feeling well, limit your work and other activities.