

تیار ہو!

From Monday, March 16, you will be attending your classes online. Are you ready for it? If you are ready, it will be a joyful learning experience for you.

Following are important points to know and consider for a joyful online learning experience.

Treat an online class like a 'real' class.

Be serious and discipline yourself to attend online classes as per schedule and the **email invitations sent by your faculty members**. It will be like a real class where you will be able to meet your class fellows and faculty members and interact with them.

Do not procrastinate and just rely on listening to recorded lectures. Be ready to attend online classes, town halls and seminars in time so you can actively participate.

Know your resource in advance

Before March 16, study the manuals sent to you by IT and practice using Microsoft Teams – your online learning platform. Prior to Monday, you need to decide if you will use your compute or mobile phone. Manuals for both are also available at the following webpage <https://habib.edu.pk/covid19/classes/>

Advance practice will allow you to get help from your peers and IT team to overcome your problem and be ready with right tools for your classes.

Identify a dedicate learning space

Identify a space at your home where you can sit comfortably without distraction. It is important to have an organized place to learn.

Manage Distractions

Let everyone in your family know that you are taking an online course. Ask them not to disturb you while you study so you can concentrate on your work. Turn off

your phone and close your internet browser tabs except for the one you use for online learning.

Ensure reliable internet access

If your internet access is not reliable, you might get interrupted throughout your online class and you may get frustrated. Ensure a reliable connection at your home or identify any other location where you can get a good connection and study there such as a friend's house, nearby coffee shop etc.

Take notes

When listening to a lecturer or a recorded lesson, take your notes of important points. This will help you to remember important points and revise them later on.

Seek help

If you realize that you are facing issues in understanding a concept, reach out to your professor or classmates as soon as possible for clarification rather than trying to go it on your own. Soon you will get the timings of TAs available for help.

Be patient and consistent

You and your faculty may encounter technological issues. Please be patient and get help to resolve technological issues. It may make you irritated but you need to be consistent for participating in classes. Use onlineclasses@habib.edu.pk to report the problems you may face. Do not get de-motivated with initial issues and problems.