LEARNING ONLINE
staying focused

Online learning can create challenges for staying on task. Here are some ways to fight them:

- **Turn off computer and phone notifications** during work hours.
- **Work in short bursts with a clear goal.** The Pomodoro technique is one method you can use (25 minutes of work, a five-minute break).
- **Create an incentive system** where you reward yourself for finishing tasks with small treats or fun breaks.

- **Try interleaving, or switching between different topics you're studying.** Research shows that interleaving is better for memory than focusing on one topic for hours; the variation can also help you stay attentive for longer.
- **Schedule online study groups** to complement your independent work.
- **Schedule chat times with friends** as rewards for work completed or intentional breaks in the day.
- **Keep your workspace tidy** so you aren't tempted to procrastinate with cleaning.