



## Undergraduate Studies Just in Time Tips Weekly Email



### **Community Check-in Survey:**

**How often are you taking breaks as you work?**

**Do you unplug and take care of yourself? Do you feel balanced? What's your plan for rest, relaxation, and joy? Would you like support with this?**

**Share your thoughts in our [30 second community check-in](#) so we can support you.**

In the survey, we hope you also let us know how you are and ask questions.

*"As important as it is to have a plan for doing work, it is perhaps more important to have a plan for rest, relaxation, self-care, and sleep."*

*-Akiroq Brost*

**Have an academic question you aren't sure who to ask?**

Email [UndergradStudies@wpi.edu](mailto:UndergradStudies@wpi.edu) or [Virtual@wpi.edu](mailto:Virtual@wpi.edu).

## **Midterms & Recharging Checklist:**

As we enter the midway point of the term, we want you to know that we think you're doing a great job. We also hear you; some of you are feeling stressed and/or worn out. Here are some tips we hope are helpful. We also hope you take this week's [Community Check-in Survey](#).

- **If halfway through B term looks busy, prep your weekly schedule now.**

Read more about time management tips [here](#).

- [Block off time](#) to study each day for midterms.  
Get rid of distractions, like texting. Multitasking drops our IQ.
- Attend office hours, [MASH](#), and/or [tutoring](#) to ask questions.  
Getting help early can lower stress.
- Take breaks and recharge even as you get busier. [Breaks](#) make you more productive and are essential for your wellbeing.
- Notice where you waste time and [set goals](#) for yourself.  
\*Scheduled breaks are NOT time wasters.\*

- **If your plate feels full, reach out to your advisor for academic support.**

- They can help you think about what you can say no to, how to manage your time, and other resources that could support you.
- If you're feeling high levels of stress or anxiety, reach out to the [SDCC](#) for additional support.

- **Making sure you [don't burn out](#) with work can start with movement, connection, and finding joy.** Write down these answers:

- ***How can I move my body and get outside?***  
(Walk around campus, go to the gym, walk to a new work spot)
- ***How can I connect with friends, family, peers & professors?***  
(Zoom, [clubs](#), distanced/masked meetups, office hours, [Study SMART](#))
- ***What brings me joy?***  
(Being creative, reading, writing, drawing, laughing)
- ***Put your answers into your schedule along with classes and study/group work time. If you need support, reach out.***

We are here; your advisor, the [SDCC](#), a mentor, [Undergrad Studies](#).

- **Try studying or doing group work on campus to make sure you get out of your room as things get busy.**
  - [Alden Hall](#): drop in and work in Alden. Available most Saturdays and Sundays 7am-11pm, Monday, Tuesday, Thursday from 1-5pm and 9-11pm, Wednesdays 9-11pm, and Fridays 1-11pm.
  - [Spaces listed on the WPI app](#) and [WPI map](#) have drop-in spaces and spaces to reserve. This includes the library - you can check the [occupancy #s here](#) before heading over.
  - [Dedicated commuter study spaces](#)
- **Join virtual [Be Well Together](#) events with the WPI community.**

## Resources

[Virtual Learning Support](#) -- [WPI Canvas \(including Online Student Center\)](#)  
[WPI Zoom](#) -- [IT Services & Support](#) -- [WPI Hub](#) -- [Academic Advising](#)  
[Office of the Registrar](#) -- [Office of Accessibility Services](#) -- [Library](#)  
[Writing Center](#) -- [SWEET Center](#) -- [Office of Multicultural Affairs](#)  
[Student Development & Counseling Center](#) -- [Career Development Center](#)  
[Dean of Students Office](#) -- [Student Activities](#) -- [WeAreWPI](#)

## Tips for Online Learning

**& Socially  
Distanced Learning**



### 1. CREATE YOUR SPACE

- Find a comfortable chair
- Set up near good lighting
- Gather necessary supplies
- Cut down on clutter
- Minimize distractions



### 2. MAKE A PLAN

- Establish a daily routine
- Enjoy healthy snacks
- Schedule blocks of study time
- Exercise regularly
- Practice time management



### 3. GET ORGANIZED

- Check out Canvas' Online Student Center
- Watch for messages from professors
- Download and review your syllabi
- Add due dates to your calendar
- Refer to Tips for Online Learning



### 4. REACH OUT

- Contact professors as needed
- Connect with PLAs for help
- Create online study groups
- Stay connected with friends
- Don't be afraid to ask questions

Each week, you'll receive this email to support and guide you through the process of virtual learning. In the meantime, if you have a question related to academics and are having trouble finding the answer, look at our [FAQ](#) page or email us at [UndergradStudies@wpi.edu](mailto:UndergradStudies@wpi.edu) or [Virtual@wpi.edu](mailto:Virtual@wpi.edu).

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