**Tips for Academic Success Online Courses**

Many of the tips that follow are helpful to your success in any UNH course, but are of particular importance for courses offered in condensed time periods or with limited face-to-face contact. Four-credit courses offered during any of UNH Summer Sessions (5, 8 or 10-week terms) require the same workload and contact time as courses offered during the traditional fifteen week semester. Here are suggestions to help you be successful in your courses.

• You must make sure you are familiar with Blackboard navigation. [https://blackboard.unh.edu/webapps/portal/frameset.jsp](https://blackboard.unh.edu/webapps/portal/frameset.jsp)

• You should be well disciplined, internally motivated, well organized, and an independent and responsible learner. These skills and attributes are true for success in all UNH course work. An abbreviated time frame (but not workload) for course completion makes these skills essential for success.

• You should be able to manage your time effectively and you must be prepared to meet all deadlines.

• You should be able to communicate effectively in writing and have access to a computer and the internet for the duration of the course.

• You should be prepared to spend ample time interacting with online discussions.

• As with any course, you need a place to work that is removed from the mainstream of life distractions. You need time to read, think, reflect, and respond online.

• In order to be successful, you must dedicate the same preparation time as for any UNH course: for every hour you are in class you will need to dedicate at least 3 hours outside of class. However, the experience you have with technology—keyboarding skills, familiarity with Blackboard-- may add to the amount of time you spend out of class.

• Some instructors may expect assignments completed for the first class meeting. Review the course description to see if you have work due for the first class meeting. Make sure to purchase course book(s) prior to the beginning of the term your course takes place.

• Questions about courses or your background and preparation? Email the course instructor. Email contact information is included in the online UNH directory [http://www.unh.edu/directories/facstaff.html](http://www.unh.edu/directories/facstaff.html).

• Need help with Blackboard? Call the UNH Help Desk at (603) 862-4242.