

# Online Learning @ CMC

## Tips for Staying Organised

In the event that there are school closures, here are some recommended options for maintaining your learning while at home.

### STUDY SPACE

If you can, set up a dedicated workspace away from distractions so you can focus on the task at hand.



### CONNECTING WITH TEACHERS

During your timetabled class your teacher will be available - this may be via email or through other online learning platforms. Your teacher will notify you via email or SIMON how they will connect with you.



## ACCESS ANYTIME

## CONNECT ONLINE



EMAIL

SIMON

**simon**  
web based solutions for schools



**GOOGLE DRIVE/CLASSROOM**  
Ensure you are using your CMC Google account

### GOOGLE MEETS

Video recording of these sessions is strictly prohibited



Not all classes will connect through online 'real time' options. If they do and you miss it, these will be recorded and your teacher will notify you where you can access it.

## TIMETABLE

An Example of what your day could look like:

**8.45 am - 9.00 am** Check your email and SIMON Learning Areas page for updates and instructions for all your subjects

### COOLOCK 7-9

Period 1 9am - 10am

Period 2 10am-11am

BREAK Stay hydrated and fuelled!

Period 3 11.40am-12.40pm

Period 4 12.40pm- 1.40pm

BREAK Give your brain a break!

Peiord 5 2.20pm- 3.20 pm



### ST MARY'S 10-12

Period 1 & 2 9am-10.25am

BREAK Stay hydrated and fuelled!

Period 3 10.50am-11.35am

Period 4 & 5 11.40am-1.05pm

BREAK Give your brain a break!

Period 6 & 7 1.50pm-3.25pm

## END OF THE DAY

Review your learning for the day.

Note down any questions or concerns ready for the next day.

## REST



Your health is a priority, so ensure you do all you can to stay well. Practice good hygiene, drink plenty of water, eat well, exercise regularly and keep regular sleep patterns. Practice mindfulness, empathy and gratitude each day.

## PLEASE NOTE

We understand that not everyone will be in a position to follow a normal school timetable structure from home. Three important things are:

1. Check your emails each morning for contact from your teachers.
2. If you aren't following your normal timetable, develop a regular schedule that suits you.
3. Space your classes out. Don't do all of your English work in one full day per week. You learn better when you space the work out and vary your subjects through the day.

