

FOR IN-CLASS AND REMOTE TRAINING, SOME ADVICE TO SUCCEED



SUCCESSFUL LEARNING IS BUILT UPON 4 PILLARS



PILLAR 1 : ATTENTION



Information is retained if it has been acquired through attention and awareness. For this to happen, you must not allow yourself to be distracted by irrelevant information.

PILLAR 2 : ACTIVE ENGAGEMENT



"We learn well only when we regularly form new hypotheses; a passive participant does not learn much." Participation is fundamental to arouse curiosity. The principle is to alternate periods of theory with periods of discussion.

PILLAR 3 : FEEDBACK ON INFORMATION



This involves embracing mistakes because the mistake itself is the very condition of learning.

PILLAR 4 : LA CONSOLIDATION



Learning does not happen all at once.

Repetitive learning allows knowledge to build up over the long term, developing automaticity. "To maximize memorization...we must review our knowledge at regular and increasing intervals."

*Source: Stanislas Dehaene, professor of experimental cognitive psychology at Le Collège de France, Paris



DISTANCE LEARNING CAN BE A NOVEL EXPERIENCE? WE OFFER SOME ADVICE IN ORDER TO SUCCEED.

Working remotely does not mean being alone. At any time, you can seek assistance. Several counsellors are available and can respond to your questions. Do not hesitate to contact your instructor or your education provider.

MAINTAIN YOUR MOTIVATION

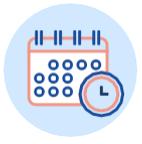
Motivation is essential to success in the sense that it drives us to achieve it and it brings us satisfaction.



Do not feel obligated to do the course all at once. You can work at your own pace and easily return to the place in your study where you left off.



If possible, work with others at your own pace so you can compare and enrich your ideas.



Plan a balanced work schedule and stick to it.



Do not hesitate to ask for assistance from your instructors and fellow participants, using the technical solutions available to you.



Do not overreact: everyone is allowed to make mistakes, including you. This is often how we learn the best.

FOCUS YOUR ATTENTION

Accessibility to numerous distractions, fatigue resulting from screen exposure time and isolation can become factors of demotivation.



Reduce as many distractions as possible: telephone, television, social media, pets, music...



Take breaks and engage in a bit of physical activity between modules. This will be beneficial for your concentration..

PREPARE YOUR PHYSICAL ENVIRONMENT

The physical environment plays an important role in maintaining attention and motivation in the context of distance learning.

Things to consider:



Find a quiet space, well lit, well ventilated.



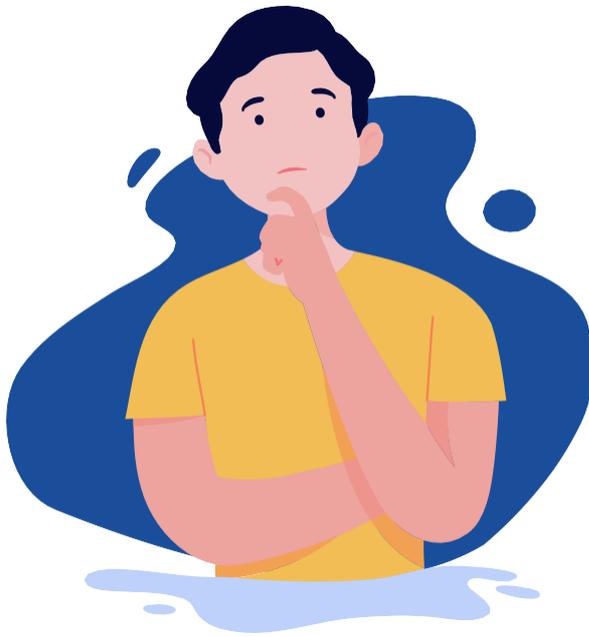
Think about ergonomics; the choice of seating, desk, computer is all important for back support.



Keep your space clean and tidy. Arrange it in a way that feels good to you.



For videoconferences, make sure that your background (behind you!) is appropriate and that it does not reveal anything about your private life.



GLOSSARY



Face-to-face learning: Training that assembles an instructor and some participants in a dedicated room and in a well-defined session. Face-to-face training is necessarily synchronous.

Distance learning or online learning: The concept of distance learning relates to the process of initial or further training, individuals or groups studying remotely, most often, but not exclusively, online.

Hybrid mode of learning: The hybrid mode of learning refers to the joint utilisation of distance learning and the classic mode of learning often called << face-to-face >>. Generally, the participant will alternate between distance sessions and face-to-face education sessions with the instructor(s). We also use the terms mixed learning or blended learning.

Synchronous: When an exchange takes place in real time, all the people involved (participants, trainers...) are connected at the same time and in the same digital workspace.

Asynchronous: Action is performed at a time and at a pace that suits each person. None of the participants or trainers need to be connected at the same time.



For live remote communication, like face-to-face, be sure to connect at least 10 minutes before the start of the session, to prepare your material and tools. In the event of technical difficulties, you will have time to make the necessary adjustments.

