Remote Learning Self-Assessment Checklist

Before Study

Goal Setting
- ☐ Define SMART Goals

Resources
- ☐ Workspace
- ☐ Schedule
- ☐ Singular study plan
- ☐ Group study plan

During Study

Tracking Progress

Working toward goals
- ☐ Review course content
- ☐ Participate in discussion forums

Following plan
- ☐ Review schedule
- ☐ Seek clarification
- ☐ Seek support

Reviewing plan
- ☐ Review productivity
- ☐ Review progress

After Study

Reflection
- ☐ Evaluate outcome
- ☐ Evaluate results
- ☐ Review and update SMART goals

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Before Study: Goal Setting

List SMART Goals - Specific, Measurable, Achievable, Realistic & Timely

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Is my workplace condusive to productivity? How can this be achieved?

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How will I schedule myself to make sure I achieve my goals?

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What is the best study plan to help me achieve my goals?

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During Study: Tracking Progress

How am I developing an understanding of my course content?

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Do I need to revise my schedule to meet my goals?

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Have I considered breaks and left enough time for review?

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Am I staying motivated? Have I considered when I'm most productive?

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After Study: Reflection

Did I achieve my goals? What contributed to this outcome?

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What about my study plan was effective/not effective?

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How will I update my SMART goals?

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