



A Guide to **Virtual Classroom Success**

Presented by:
ITSM Academy





Set up your study space.

Find an area in your house where you can sit comfortably and focus.

Make it separate to your relaxation space. Ideally away from a TV screen or other distractions.





Take lots of notes.

Starting to zone out?

Taking down notes keeps your mind engaged.

Hint: In class, use your Reference Card and mark the page number from your learner manual.





Plan your week.

On the first morning of class, we review the agenda and note homework.

Block out time before / after class to complete assignments and study.

Also, schedule your exam!





Lessen distractions.

01

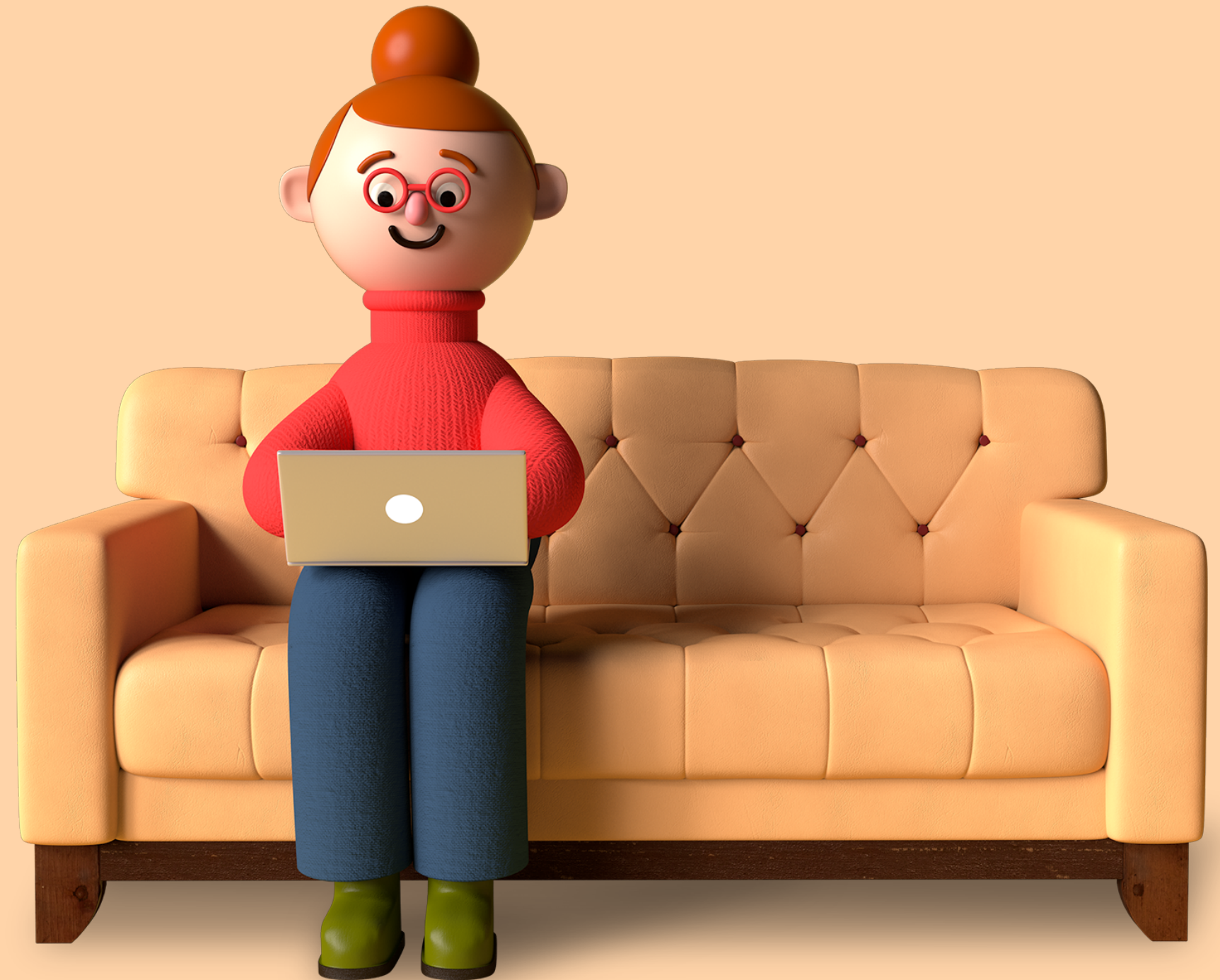
Harness your imagination and picture that you're in our classroom, and not at home.

02

Lock your phone away if you need to — don't be afraid to ask your "home team" to intervene.

03

Download the virtual classroom app. It allows you to get up and walk around — which breaks up the training day.





Change it up.

When we give the class breaks, take a 5-minute dance-off to get the blood flowing.

Be kind to your mind.





Speak up and participate!

The best classes are where our alumni are learning from each other, not only from the instructor.

Our trainers LOVE to have class participation.





Write it down.

Use the Personal Action Plan
provided in your class materials.

#BeAChangeAgent





ITSM Academy has been proudly delivering live, virtual training for 15+ years!

We might not be able to walk into a classroom together right now but, ITSM Academy can bring together our subject matter experts with our savvy learners and serve up an extremely valuable virtual education experience.

