

Follow these steps to help yourself focus on your work:

Remove distractions from your learning environment

- ☐ Set up your work in a room with the least distractions, away from other family members if they are talking (kitchen, dining room or living room might be best)
 - ☐ If possible, try to work in a place that is not where you usually play!
- ☐ Clear your workspace (remove everything from the desk/table/counter that you are working at)
- ☐ Face the wall if possible to minimize distractions
- ☐ Turn off TV, phone, and video games

Take 3 deep breaths to calm your mind and body

Before each subject/assignment, follow along with [this video](#) to take at least 5 deep breaths (more if you would like!) to get your mind and body ready to focus and learn.

Take a 5 minute MOVEMENT break for every hour of eLearning you are doing

1. Do a movement exercise BEFORE you start eLearning for the day
2. Take a movement exercise break after every hour (approximately, depending on when you need to be on Zooms)
3. To help remind yourself, set alarms throughout the day. When the alarm goes off, do another 5 minute break. Resume your work.

****Do one of the [exercise break options](#) to calm your body**

AND take 1-2 minute brain breaks every 15 minutes

Choose one:

- ☐ Sit back away from your work and close your eyes
- ☐ Use a fidget
- ☐ Get up and walk around
- ☐ Touch your right elbow to your left knee 10 times. Now switch sides and do 10 more.
- ☐ Stretch it out-- stretch your arms by giving yourself a hug and try to get your fingers as close to touching on your back as you can. Try to touch your toes.

Use self-talk to remind yourself to stay focused!

For example, tell yourself: "I need to keep my eyes on my work. If I look around the room, I am more likely to get distracted!"

For example, tell yourself: "Only 3 more problems and then I can take a break"

Try listening to calming music or white noise in the background while you work. Some examples are [here](#).