

Checklist - Effective Strategies for Learning from Lecture Recordings

Before watching the recordings	
Attend live lectures, if possible	<input type="checkbox"/>
Revisit a recording within a week (2-3 days best)	<input type="checkbox"/>
Create multiple SHORT timeslots for watching recordings in your calendar	<input type="checkbox"/>
Try DISTRIBUTED PRACTICE: divide a recording into parts and plan to watch them at different times	<input type="checkbox"/>
Try INTERLEAVED PRACTICE: watch part of a recording for a topic then check other materials (study-notes, readings or discussion posts) that are related to that topic	<input type="checkbox"/>
For each timeslot, recall the content as much as possible first, using study notes or lecture slides	<input type="checkbox"/>
Identify things you missed or didn't understand from your study notes	<input type="checkbox"/>
Set up your learning goals for this timeslot: what do you want to learn?	<input type="checkbox"/>
Find the sections of the recording that are relevant to your goals	<input type="checkbox"/>
Stay in a LEARNING environment with minimum disruptions; stay focused	<input type="checkbox"/>
Invite your study buddies to watch the recording together as a mini movie! (or at least try 😊)	<input type="checkbox"/>
While watching the recordings	
Revise study notes to fill the gaps and build your knowledge map/web	<input type="checkbox"/>
If you've got study buddies, help each other when you are watching together	<input type="checkbox"/>
Pause to check other materials if you are struggling; don't replay too many times	<input type="checkbox"/>
Take breaks	<input type="checkbox"/>
Use Echo360 'Bookmarks' and 'Notes' to help annotate the recording– https://learn.echo360.com/hc/en-us/articles/360035407931-Flagging-and-Bookmarking-Content	<input type="checkbox"/>
After watching the recordings	
Organise regular catch-up with peers and see what they learnt and what they found difficult	<input type="checkbox"/>
Ask for help from teachers; use office hours; recordings are the starting point for questions	<input type="checkbox"/>
Self-assess if you learnt what you wanted to learn; do a practice test for yourself	<input type="checkbox"/>
For students who cannot/did not access live sessions: when you watch the recording for the first time, go through the recording from the beginning to the end at normal speed, as if you were attending a lecture. You can still divide the recording into multiple small sections and complete your first watch over time. You will be able to prepare your study notes during your first watch – just make sure you are SUMMARISING AND PARAPHRASING in your study notes. Then you can repeat the strategies above when you revisit the recording.	

Note: This checklist is based on HEDC workshop *Strategies for Learning from Lecture Recordings*. It captures the insights from workshop participants and findings from current research. Try it out and let us know if it works. Contact: qian.liu@otago.ac.nz