How to Meet Deadlines
In an Online Class

Step one: Set an alarm each week for the date and time at least an hour before the deadline to make sure you submitted the necessary materials.

Step two: make sure that you have a schedule planned out every week of when you are going to do the assignment.

Step three: set at least an hour or an hour and a half out to do each assignment.

Step four: try to submit early so you never have to rush.

Step five: work hard and you will succeed.