**B. Managing My Learning**

**Activity 1**

Complete the table below to identify and reflect on those factors and plan actions for each.

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| **Recognition/ Reflection** | **Action** |
| What helps my learning? | How can I utilise this? |
| Example: *“Discussing the topic with others”* | * *Set up a study group of like-minded peers* * *Engage with the online community* |
| Consolidating my learning after classes | * Write up notes taken in the lectures or tutorials |
| Taking notes | * Have the class powerpoint on my laptop allowing me to add important notes throughout the lecture |
| Working with others | * Work on homework activities with peers * Study with peers |
| Being organised | * Make it to every class on time with the correct materials |
| Planning | * Plan when im going to study certain modules and how * Plan when things need to be done in advance so I don’t run out of time |
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| **Recognition/Reflection** | | **Action** |
| What hinders my learning? | How can I address this factor? | |
| Example: *“I’m easily distracted”* | * *Study in a place where distractions are minimal* * *Read lecture notes before the lecture and then take notes lectures to keep me focused* | |
| Busy schedule | * Make a plan of when I have free time to study * Prioritise | |
| Tiredness | * Ensure I get enough sleep the night before classes | |
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**Activity 2**

* Make a timeline so that you are aware of all the potential busy periods and plan the year to ensure that you allocate sufficient time for each module to include reading time, writing time and any other aspects of the module where you need to allocate time.