**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* |
| Typing up notes from each lecture | * After each lecture type up my notes from that day to reinforce what I learned |
| Talking through points and opinions with others and understanding what their views on the topic was | * Read others blog posts to see what they understood and took from that lecture or workshop * Speak with others to get their point of view on the topic |
| Being organised | * Having different notebooks for each module |
| Reading over notes from the day | * After each lecture I read through notes so I understand everything |
| Creating a to do list | * This helps me identify what I need to do for the day which helps me get work done quicker |
| The use of visual aids | * Pictures and diagrams often help me to remember information better |

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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* | |
| Procrastination | * Work in a place with little distractions * Set goals for the day in order for work to get done | |
| I can easily be distracted | * Make sure I switch off my phone and get rid of all distractions if possible | |
| Being tired | * Get a good night’s sleep the night before so I am alert and ready to work the next day | |
| Leaving coursework till last minute | * Make sure I spread my work out | |
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