**B. Managing My Learning**

**Activity 1**

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

|  |  |
| --- | --- |
| **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* |
| Having notes up on my laptop during lectures | * Use lecturer’s notes to create more in depth notes for myself by adding in lecturers comments |
| Taking regular breaks | * Taking time to talk with friends/family * Use breaks to do some exercise * Go back to work with a fresh outlook |
| Working in groups | * Discuss areas of difficulty * Expand on ideas and hear other views on the topic |
| Placement | * Use placement to expand on my knowledge * Get a hands-on approach to solidify what I have learned throughout the year |
| Research | * Follow up on discussions in lectures by doing my own research and reading out with the mandatory reading notes |

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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* | |
| Lack of motivation | * Set aside time specifically for the tasks that need done * Plan ahead | |
| Being distracted by my phone | * Turn my phone off/ place in a different room * Only check my phone during breaks/ after I have completed all my work | |
| Lack of organisation | * Plan more efficiently * Keep notes in my diary of deadlines and pieces of work due * Keep up to date with emails and my timetable | |
| Being overwhelmed by the work | * Talk to my friends and family * Speak to my advisor to help me find a more suitable way to cope with my work | |
| Lack of confidence | * Believe that the work I produce is at a high enough standard * Double check the work I have produced so that I am able to double check I have met the requirements | |

**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.