**B. Managing My Learning**

**Activity 1**

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| **Recognition/ Reflection** | **Action** |
| What helps my learning? | How can I utilise this? |
| Using highlighters/Coloured pens | * Having a key down the side – different colours for different topics. Ensuring that I am staying alert. * Highlighting key words/phrases in a specific colour |
| Working with others | * Engaging with the online modules * Talk to someone I’m comfortable with and discuss what conclusion they have come to. * Listening to other people’s opinions during lectures and workshops |
| Spider diagrams | * After writing out notes on a topic I then put these away and try to mind map everything I know on to a spider diagram * This can be developed as I learn more about the topic |
| Not doing too much at once | * Ensuring I don’t leave everything to the last minute so as I can afford to do a section of work each day * Taking breaks in between |
| Repeating | * When trying to remember things I like to repeat the knowledge. Write it out twice; once in full form and then in bullet form and then read it over |

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| **Recognition/Reflection** | | **Action** |
| What hinders my learning? | How can I address this factor? | |
| Social Media | * Ensure I turn my phone off * Put my phone out of reach * Don’t log on to any accounts on my laptop * Have an allocated break time where I can go on and check everything | |
| Being easily distracted | * Sit in my room (once tidied) and close my curtains * Don’t listen to music while studying | |
| Confidence to ask questions | * Slowly build on this by asking people I am comfortable with. * Arrange to speak to a tutor out with class time * Wait behind after lectures | |
| Giving up if I don’t understand something | * Give myself time and explore lots of resources * Ask someone else | |