**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*
 |
| Organising & planning | * Take note of when assessments are due
* Read lecture notes prior to lectures and try to gain a small understanding before
 |
| Prioritising  | * Ensuring that tasks are completed in order of what is most important or what needs to be done sooner
 |
| Researching | * If I don’t understand a certain topic that is being covered, I can research it and ensure that I do not fall behind.
 |
| Reading | * Ensure to read relevant books and articles related to the subject that I am studying.
* Do the required reading and read more around the subject to broaden my knowledge and understanding.
 |
|  |  |
|  |  |

|  |  |
| --- | --- |
| **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*
 |
| Poor time management | * Make a study plan to ensure that I am allocating enough time to my studies.
* Do not leave assessments to the last minute. When given a task to do, start it asap, to ensure that I have enough time to do readings, research and seek help if needed.
 |
| Failing to prepare  | * Read lecture notes before the lectures, to make sure I have a sound understanding of what is being discussed.
* Make sure to read emails and be aware of any changes to timetable, or extra tasks that lecturers require of you to complete before a lecture.
 |
| Not seeking help | * If having any trouble at all, seek help from peers or from lecturer. Do not hold back because if I do not understand one thing, and decide to ignore it, then the next topic may be related and will be even harder to understand, therefore there is a knock on effect which will build up and therefore cause problems.
 |
|  |  |
|  |  |
|  |  |