Learning to Learn - 5 online learning skills courses
Our "Learning to Learn" package is provided FREE when you purchase any training module

Learning to Learn includes these 5 online learning skills courses:
How to Improve Your Study Skills
How to Improve Your Exam Skills
How to Improve Your Memory and Mental Agility Skills
How to Improve Your Reading Skills
How to Improve Your Time Management for Learning Skills.

Each course will take approximately 2.5 hours to complete and includes a final assessment to test your understanding. The CPD hours are estimates of the time needed to study the text in detail to obtain a detailed knowledge. The full CPD time is allocated the first time you take the end of course assessment, on retakes of the assessment an estimated time for the completion of the assessment is allocated.

How to Improve Your Time Management for Learning Skills online course
Online training course that will teach you how to improve your time management for learning skills. It includes 9 chapters of text and incorporates test your knowledge questions as you work your way through each section in the course.
Chapter 1 Introduction and Overview
Chapter 2 Learner Competencies
Chapter 3 Planning Part 1 - Principles
Chapter 4 Planning Part 2 - Scheduling
Chapter 5 Goal Setting for Learning
Chapter 6 Action Planning and "TO DO" Lists
Chapter 7 Prioritisation
Chapter 8 Obstacles to Achievement
Chapter 9 PDPs and CPD
Chapter 10 Summary
Chapter 11 End of course assessments

How to Improve Your Exam Skills online course
Online training course that will teach you how to improve your exam skills and includes 9 chapters of text. This course also incorporates audio allowing you to listen online or download to your MP3 player or iPod and animated audiovisual presentations of the full course.
Chapter 1 Introduction and Overview
Chapter 2 Knowing About the Exam
Chapter 3 Exam Preparation – the Practicalities
Chapter 4 Revision – A Timetable
Chapter 5 Revision Techniques
Chapter 6 Exam Papers
Chapter 7 Before the Exam: Dealing with Nerves
Chapter 8 Problems with Exams – and Some Solutions
Chapter 9 Maximising Exam Performance
Chapter 10 Summary
Chapter 11 End of Course Assessments

How to Improve Your Reading Skills online course
Online training course that will teach you how to improve your reading skills and includes 9 chapters of text.
Chapter 1 Introduction and overview.
Chapter 2 What is reading?
Chapter 3 Types of Reading – Part 1
Chapter 4 Types of Reading – Part 2
Chapter 5 Speed Reading – Part 1
Chapter 6 Speed Reading – Part 2
Chapter 7 Managing Your Environment
Chapter 8 SQ3R
Chapter 9 Reading Electronic Materials
Chapter 10 Summary
Chapter 11 End of Course Assessments

How To Improve Your Memory and Mental Agility Skills online course
Online training course that will teach you how to improve your memory and mental agility skills and
Chapter 1 Introduction and Overview
Chapter 2 The Relevance of Memory to Learning and Work
Chapter 3 Memory in a Nutshell
Chapter 4 Knowing Your Mind
Chapter 5 The Seven Habits of Highly Effective People
Chapter 6 Recitation
Chapter 7 Mind maps and Mnemonics
Chapter 8 Practical Tips for Improvement
Chapter 9 Forgetting
Chapter 10 Summary
Chapter 11 End of course assessments

How to Improve Your Study Skills online course
Online training course that will teach you how to improve your study skills and includes 9 chapters of text.
Chapter 1 Introduction and overview
Chapter 2 Preparation
Chapter 3 Learning styles
Chapter 4 Principles of planning for study
Chapter 5 A study plan
Chapter 6 A model for study
Chapter 7 Resources and information sources
Chapter 8 Concentrating on your study
Chapter 9 Motivation
Chapter 10 Summary
Chapter 11 End of course assessments