

Learning to Learn audiovisual presentations – part 1 of 3

Despite having made the decision to study, it can still be difficult to make a start and then continue to study in a way that represents the most effective use of your time. To help you with this we have created several audiovisual presentations. This first series of presentations focuses on preparing to start studying, and covers: being aware of the common mistakes of studying so that you can avoid them; getting well organised with a clearly laid out study plan; using scheduling to keep you on track and focused; and identifying when is your best time to study so that you are always at your most receptive for learning and retaining information. By following these simple tips and techniques you should get off to a great start and immediately see positive results.

The Common Mistakes of Studying audiovisual presentation

Our first presentation looks at The Common Mistakes of Studying and how to avoid them. It aims to ensure that you start off in the right way to achieve success by addressing issues such as your study environment and your physical needs during periods of study. If you would like more information on this area, you can find this within our 'How to improve your study skills' course which is part of the Learning to Learn study skills package offered free with every purchase.

Watch [The Common Mistakes of Studying audiovisual presentation](#):



Get organised for success audiovisual presentation

We hope that our first audiovisual presentation '[The Common Mistakes of Studying](#)' has provided you with valuable advice and useful strategies as you set about preparing to begin your studying journey.

Now we move on to 'Get organised for success'. Like every other activity, studying needs to have a clear and detailed plan of tasks and activities, and a logical order of completion if you are to achieve your desired outcome. This next short presentation helps you with study planning, including timing, testing and recording progress. Further information on these aspects and about time management can be found in our Learning to Learn study skills package.

Watch the [Get organised for success audiovisual presentation](#):



Scheduling Made Easy audiovisual presentation

The first two presentations have focused on issues to consider before beginning your studies, and we continue on this preparatory theme by now looking at scheduling.

Without a clear schedule it is easy to become side-tracked from our studies. Work, family life, hobbies and other social activities all compete for our time, yet by following six simple

steps we can ensure that we have the time available to complete our studies and remain on track. Take a look at ‘Scheduling Made Easy’ for some simple advice.

Watch the [Scheduling Made Easy audiovisual presentation](#):



When is it best to study? audiovisual presentation

The contents of our first three audiovisual presentations apply to everyone who is embarking on a course of study. In our fourth presentation of this series, we look at the more personal aspects, specifically ‘When is it best to study?’

We are all individuals with unique ‘body clocks’ which dictate the time of day when we function at our best. By being aware of yours and planning your study periods accordingly, you can help to boost your concentration, reduce distractions and create consistency in your learning during each study period.

Watch the [When is it best to study? presentation](#):



Free Learning to Learn package of short courses

More information on many of the elements covered within these short presentations can be found within our Learning to Learn package of short courses which is offered FREE with every purchase from our [training directory](#).

The courses cover: Time Management, Exam Skills, Reading Skills, Memory and Mental Agility and Study Skills. All courses contain end of course assessments to help you gain a greater understanding of your individual preferences and habits, and are designed to help you develop a study plan that is most effective for you and your natural learning style - a study plan that you are more likely to stick to. The tried and tested techniques can easily be incorporated into your study schedule to help make the studying process more enjoyable, efficient and effective and improve your chance of passing your exam at the first attempt.