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Ollscoil Teicneolaíochta na Mumhan
Munster Technological University

Planning your study: A conversation

**Academic
Success**
— Coaching —

Study plans are very individual; what works for one person may not work (or may work differently) for another.

**Academic
Success**
— Coaching —

For example:

- Some people study best in the morning, others in the evening or later at night
- Some people like to study in time blocks of 3 hours, others for 40 mins at a time

**Academic
Success**
— Coaching —

- Study plans are about experimenting with what works best for you at the time.
- What has worked for you before may work differently now so it is important to tweak your study habits.
- Third level has different demands and so the study techniques you will use may be different





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Let's consider 6 steps

1. Gather your resources

These can vary depending on your course. Broadly, two main sources are particularly useful and reliable:

- **Module Descriptor**
 - This tells you what percentages are going for each part of your assessment
 - It also tells you which week the assessment is taking place
- **Notes, reading and study materials/resources**
 - Canvas: announcements, online quizzes, readings, links, videos, recordings
 - Your written notes
 - Past exam papers
 - Academic Learning Centre classes

Let's try it out

- Choose two of the modules you are currently studying.
- Analyse the learning outcomes and assessment information.
- Which key resources will you need to gather to get started on planning your study for each module?

2. Create a 'Study Task List'

- This is an essential document that feeds into your study plan. For your study plan to be successful, you must spend time on this.
- Go through each module (this might take 20-30 mins per module depending on what week of college you are at and how much of a backlog you may have) and write down the tasks you need to complete in order to succeed in this module.
- Try to be as specific as possible with the tasks. These tasks may be short term and long term. Some tasks will be daily (like reviewing your notes) and some will be specific to the week you are in (like doing past exam papers).

Example of 'Study Task List' for one module

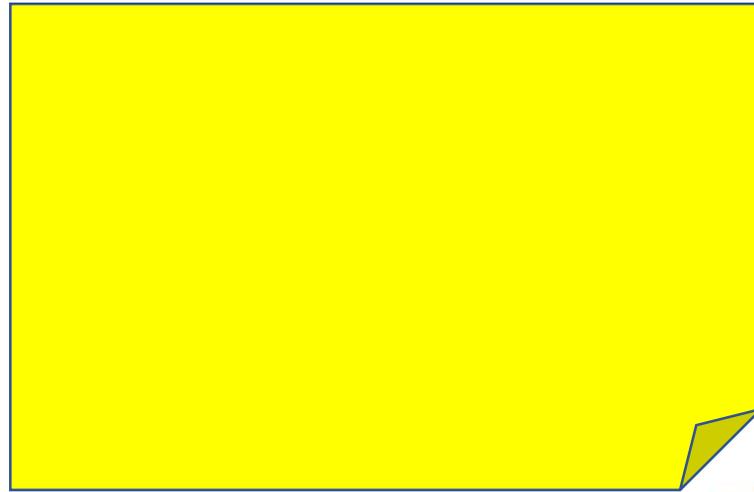


Maths & Stats 6011

- Review notes from class (20 mins)
- Watch Q1. on Maths Online and do the maths problem along with the video while pausing and starting it
- Go to Wednesday Maths session in Academic Learning Centre
- Do Q.3 of past exam paper 2017
- Ask lecturer for advice on how to study for this exam best
- Study session with someone else in class focusing on probability
- Study week 1 notes from Canvas

Task

Choose another two modules. For each module:
Write down the specific study tasks that you need to complete to achieve your aims.



3. Write all your commitments into your study plan

Give particular importance to what keeps you well and happy

- Lectures
- Hobbies
- Family
- Work
- Sport
- Build in 'distraction time'

If you find that you do not have some of the things mentioned above to write in, explore options and try new things.

4. Look at the blank spaces on the timetable and decide where you would like to put in your study time

- Bear in mind what works for you and what does not work for you (are mornings better than evenings?)
- Some students operate 9-5 thinking in relation to college so that all of their college work is done within the ‘working day’. This can be good preparation for when you have a job.

	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday	Sunday
9-10							
10-11							
11-12							
12-1							
1-2							
2-3							
3-4							
4-5							
5-6							
6-7							
7-8							
8-9							
9-10							

Consider all of the modules you are currently taking:

- Make a study task list for each one;
- Try to determine suitable timings for each task;
- Decide on intervals (how often?);
- Start plotting these on the study plan document.

5. Insert Study Tasks into Study Plan

	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday	Sunday
9-10							
10-11							
11-12							
12-1							
1-2							
2-3							
3-4							
4-5							
5-6							
6-7							
7-8							
8-9							
9-10							

- How much time and energy for each task?
- Assign time limits for tasks to ensure you make progress. For example '40 mins on Q.3 of 2017 exam paper' rather than 'Q.3 of 2017 exam paper'.

6. Review Study Plan

	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday	Sunday
9-10							
10-11							
11-12							
12-1							
1-2							
2-3							
3-4							
4-5							
5-6							
6-7							
7-8							
8-9							
9-10							

- Aim is not to complete your study plan 100% but to continually review it and learn how you learn best.
- Good study plan review qs:
 - What worked well for me?
 - What did not work well for me?
 - What will I try differently?
- Review your study task list and your study plan every week

Remember: the Academic Learning Centre is a great resource to use for study



- ‘Drop-in’ sessions
- Open to **all students**
- Opportunity to work with subject lecturers and ask them questions in relation to course content
- Casual, friendly, relaxed atmosphere
- Subject areas currently timetabled include: **Maths and Stats, Economics, Accounting, Programming, Writing and Assessment**
- Online resources: ‘**Maths Online**’ and ‘**Academic English and Report Writing**’ are available on Canvas
- Visit <https://studentengagement.cit.ie/alc/remote>

ASC: Stay up-to-date or get in touch



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- Website: studentengagement.cit.ie/asc
 - ✓ Weekly 15-minute Drop-in Coaching
 - ✓ Self-access web resources
 - ✓ Coach booking forms
 - ✓ Events and workshops; mailing list sign-up
- AcademicSuccessCoach@cit.ie
- Insta: mtucorkanseo
- Twitter: @CIT_AnSEO



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Thank You!

For more information, studentengagement.cit.ie/asc

www.mtu.ie