

LEARNING STRATEGIES

& more tips for learning



SET GOALS



S

SPECIFIC

Define your goal. What exactly do you want to achieve?
The more precise and specific, the better.

M

MEASURABLE

Set criteria to track your progress. How will you know when you have achieved your goal?

A

ACHIEVABLE

Ensure that your goal is realistic and achievable. It should be challenging but feasible.

R

RELEVANT

Your goal must be meaningful and important for your overall project.

T

TIME BOUND

Your goal needs a clear deadline or a fixed timeframe for implementation.

TIME MANAGEMENT

80/20

Identify the 20% of learning content that accounts for 80% of success and invest most of your time there.

POMODORO

25 minutes of studying
5-minute break
(only 1 task per interval
Breaks: relaxing - no cell phone)

CHRONOTYPE

Identify productive phases during the day and tackle difficult tasks during these times.

EAT THE FROG

Which is the most unpleasant task?
Do that one first.

EISENHOWER MATRIX

Divide tasks into 4 categories according to importance and urgency:
do immediately, plan, delegate, delete

DEEP WORK

For concentrated, demanding tasks, plan for longer periods without interruption.

MY LEARNING PLAN

	MON	TUE	WED	THUR	FRI	SAT	SUN
7 am							
8 am							
9 am							
10 am							
11 am							
12 pm							
1 pm							
2 pm							
3 pm							
4 pm							
5 pm							
6 pm							
7 pm							

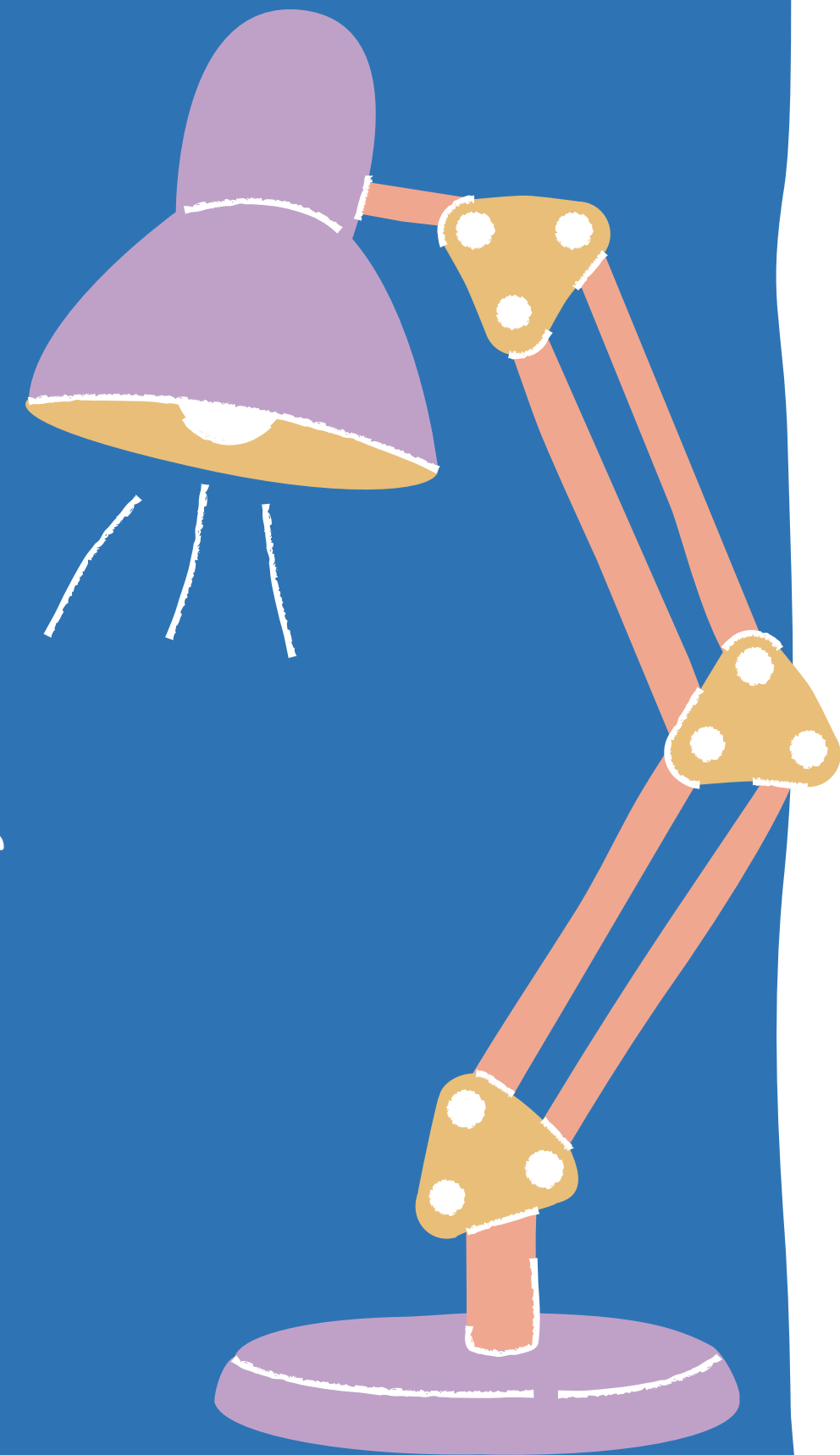
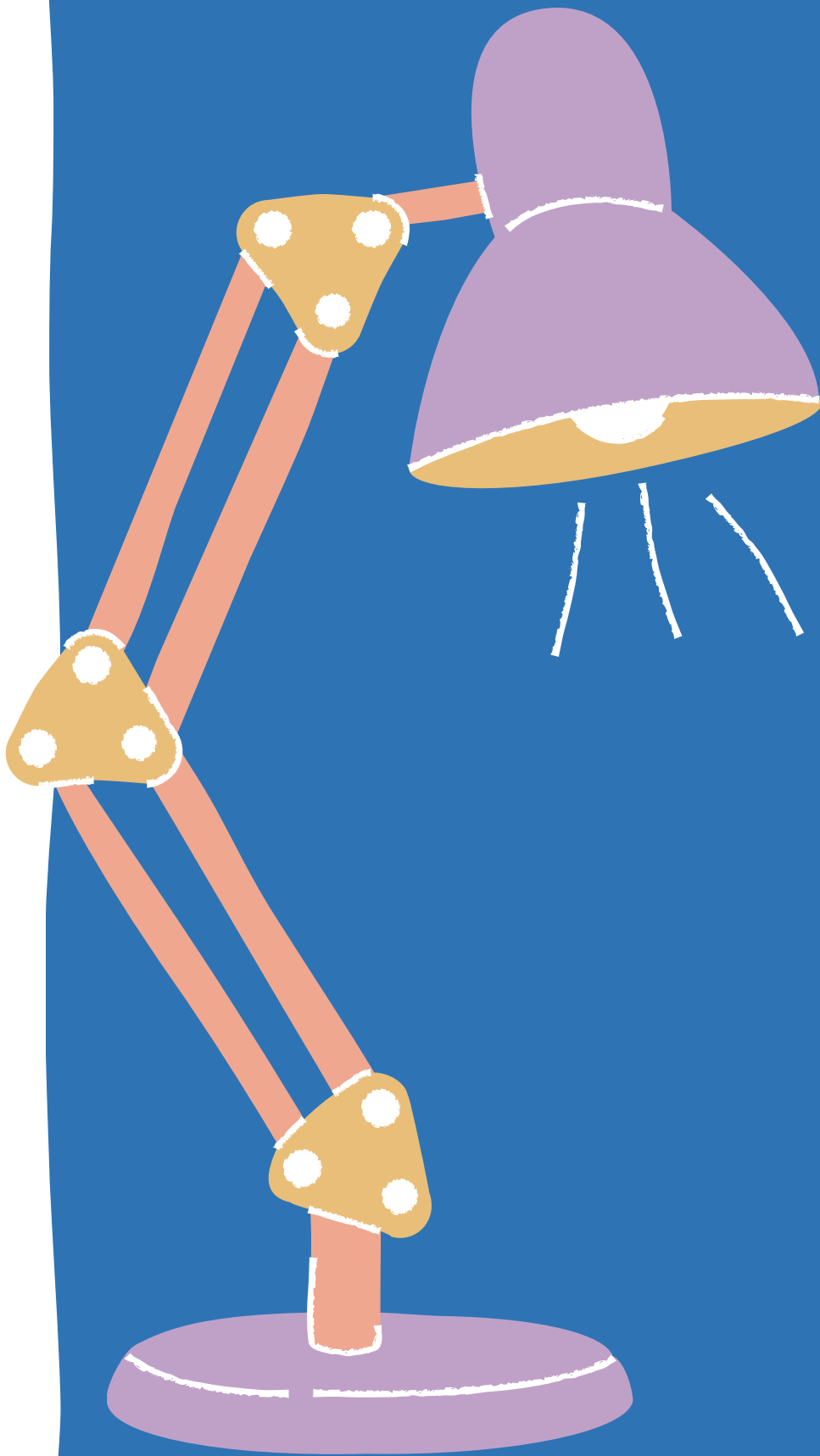
Create a learning plan with timeboxing: Reserve fixed blocks of time for specific tasks and stick to them – also include breaks, hobbies, etc. and build in some buffer time.

LEARNING ENVIRONMENT

Do you have a designated place where you study for upcoming exams?

The learning environment plays an important role in concentration, focus, and performance.

A conducive learning space can improve cognitive abilities, promote effective learning, and contribute to a positive attitude.



LEARNING ENVIRONMENT

QUIET PLACE

Choose a quiet and secluded location, away from noise and potential disturbances.

COMFORTABLE SEATING

Choosing seating that supports good posture and minimizes physical discomfort.

LIGHT & TEMPERATURE

Ensure a comfortable temperature and adequate lighting.

MINIMIZE DISTRACTIONS

Turn off notifications; use apps that block websites; inform your personal environment about your study times.

ESTABLISH A ROUTINE

Establish fixed learning routines or a schedule to signal to your brain: Now is the time to concentrate.

ORGANIZE MATERIALS

Keep learning materials within reach.
Avoid clutter.



HOW WE LEARN



Before we discuss some learning strategies, it is important to understand the difference between passive and active learning.

PASSIVE LEARNING

- Absorbing information without actively engaging with it
- For example: reading textbooks, watching videos, memorizing information without activity
- may enable short-term retention of information, but does not promote deep understanding

ACTIVE LEARNING

- active engagement with the learning content
- For example: questioning, participating in discussions, solving problems, explaining solutions and/or concepts
- improves comprehension, memory, and encourages engagement with the material

LEARNING STRATEGIES

Learning strategies are deliberate methods and approaches used to improve learning and academic performance.

These strategies serve to make the process of acquiring and storing information more effective and efficient. In higher education, where academic demands are high, mastering effective learning strategies is crucial for success.



STUDY GROUPS

Form study groups to participate in discussions, gain clarity on problem areas, ask each other questions about concepts, and give each other feedback.



PEER TEACHING

Take turns teaching different learning content to your fellow students. By explaining something to others, you consolidate your own knowledge and recognize where there are difficulties.

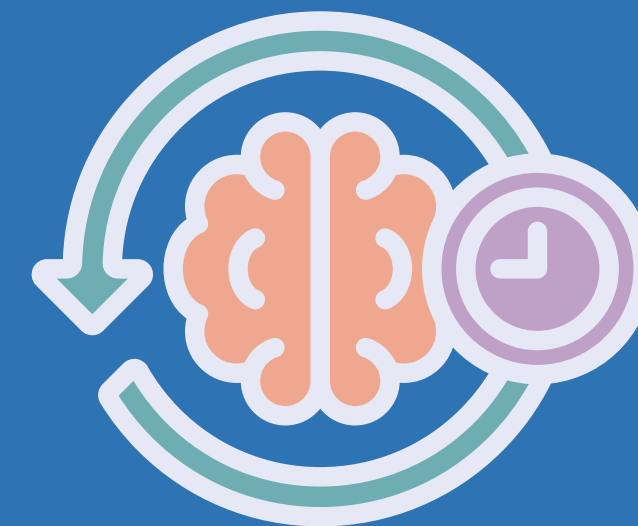


EXAMINATION CONDITIONS

Practice under time-limited conditions – similar to the exam situation. This helps improve time management, concentration, and writing endurance.

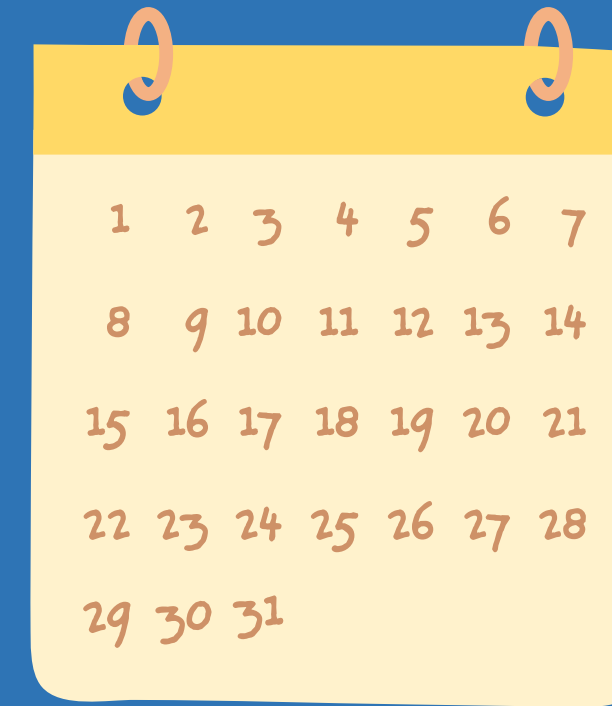
ACTIVE RECALL

Test yourself by recalling information from memory instead of just passively reading or repeating it. This method strengthens long-term memory and significantly improves recall.



FEYNMAN METHOD

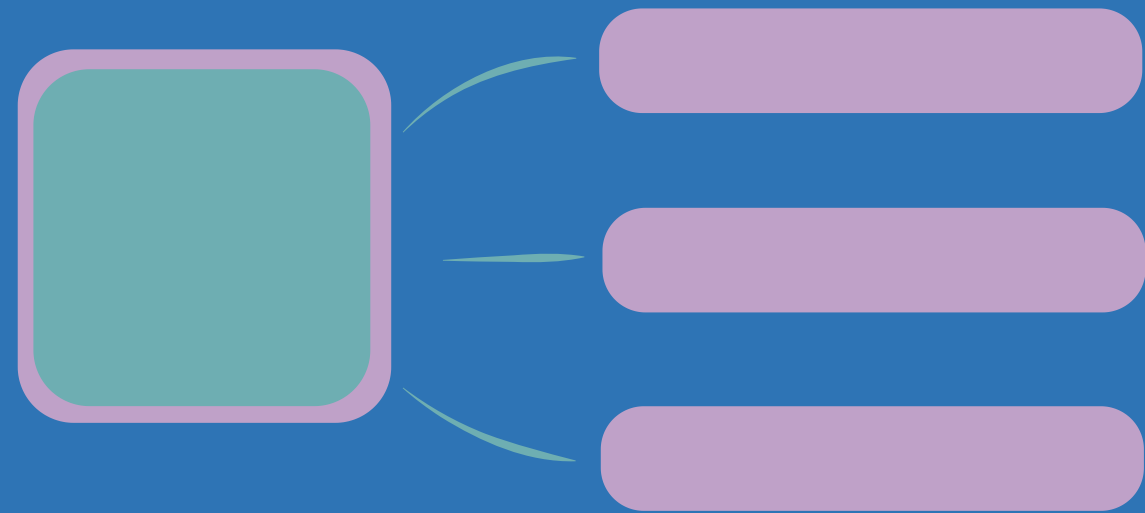
Explain a complex topic as if you were teaching it to a child. If you get stuck, look at the documents and fill in the gaps in your knowledge. Repeat until you can explain the concept clearly and comprehensively.



SPACED REPETITION

Repeat learning content at increasingly longer intervals:

Day 1 - Day 3 - Day 7 - Day 14 - Day 30.
This makes use of the so-called spacing effect (learning effect through repetition at intervals) and ensures long-term storage in the memory.



CONCEPT MAPPING

Create detailed concept maps to visualize the relationships between important concepts and thus facilitate the understanding of complex topics.

ELABORATIVE INTERROGATION

Continuously ask yourself "Why?" questions about the learning content. Why is that? Why does it work that way?



FLASHCARDS

Create flashcards (also digital, e.g., with Anki) for quick review of key terms, definitions, and important details. Regular review helps transfer information from short-term/working memory to long-term memory.



MNEMONIC TECHNIQUES

Develop mnemonic devices (acronyms, rhymes, associations, visual cues) to help you remember complex terms, for example.



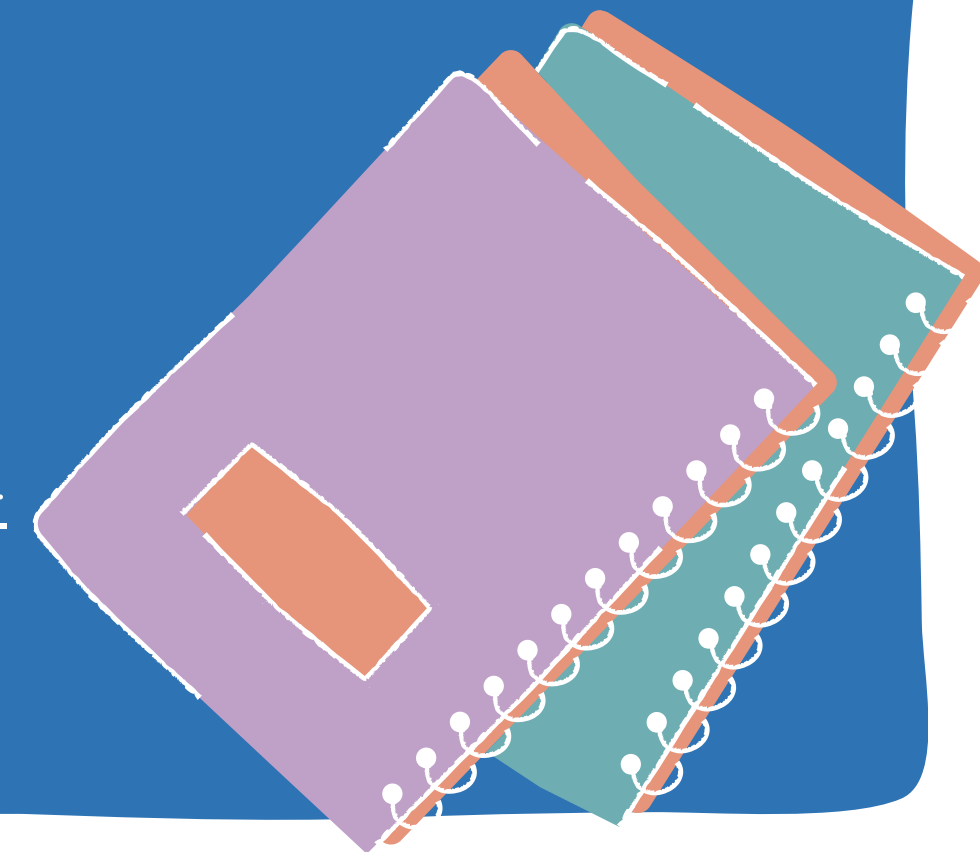
REFLECTION

Remember that it is important to experiment with different learning activities and techniques to find out what works best for your individual learning style.

Focus on active learning rather than passive learning, and don't be afraid to try something new every now and then!

Here is another interesting link about persistent learning myths (in German):

<https://lerntipps.lerntipp.at/welche-lernmythen-kursieren-im-internet>



MENTAL & PHYSICAL WELLBEING

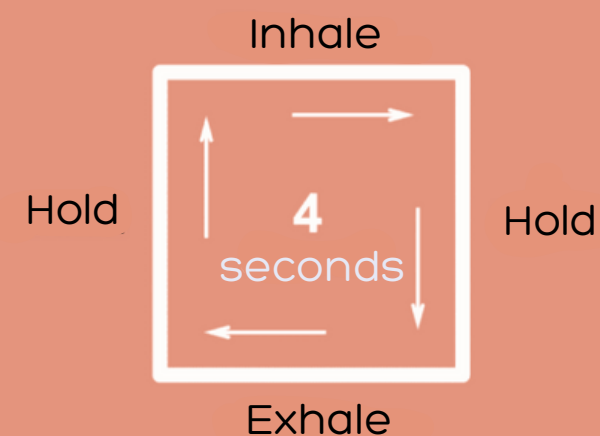
Regular exercise, good nutrition, and adequate rest not only sharpen our cognitive abilities, but also prepare us for the challenges of a demanding day of learning. At the same time, mindfulness, stress reduction techniques, and emotional self-care can provide the resilience needed to overcome challenges.



MINDFULNESS EXERCISES

DEEP BREATHING

4 sec: Inhale
4 sec: Hold
4 sec: Exhale
4 sec: Hold



BODY SCAN MEDITATION

Close your eyes and scan your body from head to toe, paying attention to areas of tension and consciously letting them go.

PROGRESSIVE MUSCLE RELAXATION

Tense each muscle group (or individual muscle) and then relax it again; start with your toes and work your way up to your head.

5-4-3-2-1 METHOD

5 things you see.
4 things you feel.
3 things you hear.
2 things you smell.
1 thing you taste.



OTHER POSSIBILITIES

SPORT OR EXERCISE

Exercise releases endorphins, which are natural mood enhancers that reduce tension.

STRETCHING OR YOGA

A few minutes of stretching or simple yoga exercises can release physical tension.

HEALTHY DIET

A balanced diet supports both physical and mental health.

MEET FRIENDS/FAMILY

Spending time with friends or family can provide emotional support and reduce stress.

LAUGH BREAK

Laughter is an excellent way to relieve stress. Watch a funny video or laugh with friends.

JOURNALING

Writing down thoughts and feelings helps to process emotions and gain clarity.

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