

## Learning Centre WS 2023/2024

**Registration mandatory for all workshops, individual sessions and small learning groups  
room number will be on the screens**

**[ioana.anghel@sfu.ac.at](mailto:ioana.anghel@sfu.ac.at)**

**03.10.2023 15.00 until 19.00**

- Individual meetings and Small Group Learning/Writing

**10.10.2023 15.00 until 19.00**

- Individual meetings and Small Group Learning/Writing

**17.10.2023 15.00 until 19.00**

- Individual meetings and Small Group Learning/Writing

**24.10.2023 15.00 until 19.00**

- Individual meetings and Small Group Learning/Writing

**07.11.2023 10.00 until 12.00 - Workshop**

- *Efficient time management - Overcome procrastination and overwhelm*

**07.11.2023 15.00 until 19.00**

- Individual meetings and Small Group Learning/Writing

**14.11.2023 15.00 until 19.00**

- Individual meetings and Small Group Learning/Writing

**21.11.2023 15.00 until 19.00**

- Individual meetings and Small Group Learning/Writing

**28.11.2023 15.00 until 19.00**

- Individual meetings and Small Group Learning/Writing

**05.12.2023 10.00 until 12.00 - Workshop**  
- *How to learn & revise quickly and efficiently, using metacognition and self-regulated learning*

**05.12.2023 15.00 until 19.00**  
- Individual meetings and Small Group Learning/Writing

**12.12.2023 15.00 until 19.00**  
- Individual meetings and Small Group Learning/Writing

**19.12.2023 15.00 until 19.00**  
- Individual meetings and Small Group Learning/Writing

**09.01.2024 10.00 until 12.00 – Workshop**  
- *Exam anxiety – turn your enemy into a great ally*

**09.01.2024 15.00 until 19.00**  
- Individual meetings and Small Group Learning/Writing

**16.01.2024 10.00 until 12.00 – Workshop**  
- *Great essay writing – dos and don'ts to produce a great work*

**16.01.2024 15.00 until 19.00**  
- Individual meetings and Small Group Learning/Writing

### Learning Centre – Courses Description

<b>Course Title</b>	<b>Efficient time management Overcome procrastination and overwhelm</b>
<b>Instructor</b>	Ioana Anghel-Pirich

<b>Course Format</b>	Workshop	<b>Duration</b>	90 minutes/wks
<b>Context</b>	<p>Time management is very important during BA and MA. Often, students procrastinate because they feel overwhelmed by the number of tasks and their complexity.</p> <p>A good time management triggers the creativity and intrinsic motivation of students. Also, it could make a real difference for the academic success.</p>		
<b>Learning Outcomes</b>	<p>By the end of this class students are going to have a deeper understanding on:</p> <ul style="list-style-type: none"> <li>• why they procrastinate and how to overcome it, with specific tools and methods</li> <li>• what are the differences between intrinsic and extrinsic motivation;</li> <li>• How to choose the planner that fits with their personality</li> </ul>		
<b>Contents</b>	<ul style="list-style-type: none"> <li><input type="checkbox"/> What is time-management, as an university student;</li> <li><input type="checkbox"/> Types of time-planners and how to choose the right one;</li> <li><input type="checkbox"/> SMART goals in learning: from theory to reality;</li> <li><input type="checkbox"/> Productivity in learning: triggers, methods, steps;</li> <li><input type="checkbox"/> Simple and applicable ways to take charge of the time.</li> <li><input type="checkbox"/> Exercises to trigger intrinsic motivation</li> <li><input type="checkbox"/> Planners and personality, practical examples on how to plan and what fits to your personality</li> </ul>		
<b>Student's Material and Literature</b>	Handout from the instructor		
<b>Teaching and Training</b>	<p>Presentation, reflective discussions</p> <p>Small group works</p>		
<b>Assessment</b>	n/a		
<b>Course Frequency</b>	Series of workshops with practical implementation		

<b>Course Title</b>	<b>How to learn &amp; revise quickly and efficiently, using metacognition and self-regulated learning</b>		
<b>Instructor</b>	Ioana Anghel-Pirich		
<b>Course Format</b>	Workshop	<b>Duration</b>	90 minutes/per ws

<b>Context</b>	Sometimes, learning and keeping all in balance can be stressful, challenging and time consuming for students. It is well known that there are several psychological techniques which can be applied successfully to increase attention, comprehension and the speed of learning. Usually though, students are not aware of them.
<b>Learning Outcomes</b>	The aim of this course is to support students efficiently with tools they can apply when preparing for challenging assignments and exams, to study and review more effectively. By the end of this workshop students are going to have a deeper understanding on what are the best methods to learn and review for the exams. They will be able to choose the techniques that fit best to their personality and learning style.
<b>Contents</b>	<ul style="list-style-type: none"> <li><input type="checkbox"/> Types of learners and best learning strategies for each type (each student will find out the type of learner he/she is);</li> <li><input type="checkbox"/> Why you need a self-evaluation &amp; how to properly do it</li> <li><input type="checkbox"/> What is learning, brain mechanisms activated during the learning process;</li> <li><input type="checkbox"/> How to prepare your mind for learning. How to put your mind in learning mood</li> <li><input type="checkbox"/> Structuring learning material</li> <li><input type="checkbox"/> Techniques for a better understanding and memorization of the learning material,</li> <li><input type="checkbox"/> The most effective revision techniques;</li> </ul>
<b>Student's Material and Literature</b>	<i>Students have to bring a short material on a topic they find hard to understand and memorize.</i> Handout from the instructor
<b>Assessment</b>	n/a
<b>Course Frequency</b>	Series of workshops with practical implementation

<b>Course Title</b>	<b>Exam anxiety – turn your enemy into a great ally</b>		
<b>Lecturer</b>	Ioana Anghel-Pirich		
<b>Course Format</b>	Workshop	<b>Duration</b>	90 minutes per ws

<b>Context</b>	Fear, in a healthy portion can be beneficial for a short phase since it promotes focus and concentration to tackle a pressing issue at hand. However, for many, such emotions can become habitual (conditioned) due to continuous stress about the future, which is mainly because of their studies and exams. This allows for the stress to maintain a higher level for a longer period (Anxiety), which could become an issue not only for their studies and general health (sleep disorder and somatic pain), but also in their personal and social life.
<b>Learning Outcomes</b>	This workshop offers a clear understanding of anxiety and its origin. Participants will then be trained in these skills, followed by appropriate tools and techniques to sustain their emotional wellbeing in times of stress and mainly during exams. Cases and examples will be discussed to shed a better light on specifics of anxiety and alternative ways to unlearn the old thought patterns replacing them with new and practical ones that are more empowering.
<b>Contents</b>	<ul style="list-style-type: none"> <li><input type="checkbox"/> Fear (understanding its origin, pros &amp; cons)</li> <li><input type="checkbox"/> Anxiety (difference to fear, phases of stress, how it is created and its symptoms in Physical, Psychological and Emotional context)</li> <li><input type="checkbox"/> Anxiety and its 'partners in crime' (rarely comes alone)</li> <li><input type="checkbox"/> How conditioning works (creation of beliefs and conditioning)</li> <li><input type="checkbox"/> Experience of events that lead to beliefs</li> <li><input type="checkbox"/> The <i>inner</i> and the <i>external</i> world explained (subjective perspective, schemas, and paradigms)</li> <li><input type="checkbox"/> Practical exercises (breathing, reality check, stop the rumination) etc</li> </ul>
<b>Assessment</b>	n/a
<b>Course Frequency</b>	Series of workshops with practical implementation

<b>Course Title</b>	<b>Great essay writing – dos and donts to produce a great work</b>
<b>Instructor</b>	Ioana Anghel-Pirich

<b>Course Format</b>	Workshop	<b>Duration</b>	90 minutes per ws
<b>Learning Outcomes</b>	Students will gain a deep understanding in the requirements of written assignments. Also, they will learn to overcome the writer's block and the main difficulties when writing.		
<b>Contents</b>	<ul style="list-style-type: none"> <li>• Understanding your strengths and weaknesses when it comes to writing.</li> <li>• Types of essays and their structure.</li> <li>• Planning the essay.</li> <li>• How to start, how to continue and how to write a conclusion.</li> <li>• How to express your ideas in a coherent and academic way.</li> <li>• Doing research, Source evaluation.</li> <li>• Search strategies</li> <li>• Academic honesty and citations.</li> <li>• What is plagiarism.</li> </ul>		
<b>Student's Material</b>	Instructor Handout		
<b>Teaching and Training</b>	Presentation, reflective discussions Small groups work		
<b>Assessment</b>	n/a		
<b>Course Frequency</b>	Series of workshops with practical implementation		