





## Learning check up

Learning is an individual process. It cannot be planned according to a „cookie cutter approach“ - and certainly not with a simple list to tick off. This list is intended to provide an overview of where your own learning project or learning organization stands: What have I already planned well? What do I still need to pay attention to? Where do I need support? (Information on evaluation and classification can be found on the last page).



<b>Motivation, resources and environment</b>		
My everyday life basically works, e.g. my apartment and finances are settled.		
I feel comfortable in my everyday life, e.g. I eat healthily and have a local circle of friends.		
Basically, I'm happy with my degree program and my subjects.		
Even though I find it harder to prepare for some exams, I have a (clear) motivation to study		
I have a place to study where I feel comfortable and where I am undisturbed.		
I can leave my place of learning at the end of the learning period, at least symbolically		
I have contact with fellow students (to exchange ideas or to study together).		
I have access to teaching material, transcripts, books or commercial learning material.		

If the foundation is "shaky", learning will be difficult and it is advisable to take a closer look. Support is available from the [Central Student Advisory Service](#), among others, and further points of contact are listed by topic on the [overview page of the university's advisory and information services](#).

You can find basic information on the [Learning to learn](#) page under [motivation, resources and environment](#).

Self-organization		
I have a precise overview of what I need to learn and when.		
I prepare and review the content of my courses regularly (and promptly).		
I have divided the learning material into smaller sections and have a realistic idea of how I will spread the material over my learning phase.		
I change the subject areas I study during the course of the day.		
I "reward" myself when I have successfully mastered learning sections.		
I have a weekly plan in which I have designated learning phases, breaks and time for other activities.		
I check my time planning and recognize possible "time wasters" in my daily routine.		
If my plans don't work out, I usually have a clear idea of why (and can change this)		
I take regular breaks and use them to relax.		
I have "free time" from studying and do things that are good for me.		

You can find tips and suggestions in this area on the [Learning to learn](#) page under [self-organization](#). It may also be useful to make an appointment with the [Learning Advisory Service](#) or the [Central Student Advisory Service](#).

Learning strategies and techniques		
I know which methods I use to learn (and which are suitable for specific topics) and apply them.		
I use different learning methods.		
I prepare my learning material myself, e.g. through written summaries, mind maps or visualizations.		
I repeat the learning material regularly.		
I study together with other students. (Or: I usually study alone because I have found that this works better for me.)		
I have found the right tools to support my learning techniques (e.g. notebooks, index cards, apps, etc.)		

Some [learning strategies and techniques](#) are presented on the [Learning to learn](#) page. It may also be useful to make an appointment with the [Learning Advisory Service](#) or the [Central Student Advisory Service](#).

### Evaluating the learning check-up: categorise your own situation

Consider the three areas in order - initially each one separately (in the second step also as a whole). If there are difficulties in the first two areas, these should also be addressed one after the other.

The following questions / sentence beginnings may help:

What is already working really well? I should keep that up...
Where do you see a need for action? That keeps me from learning...
I can tackle my difficulties by...