ERF:
PERSONAL, SOCIAL AND LEARNING TO LEARN COMPETENCE
3. Learning How to Learn for a Meaningful Life

MMC Management Centre

Duration: 7 hours

Co-funded by the European Union

Project Details

Title: **"Joint Development, Piloting, and Validation of Entrepreneurial Mindset and Key Skills Curricula and Training Materials for Third Countries"**
Acronym: **EMSA** (Entrepreneurial Mindset and Skills for All)
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Call for Proposals: ERASMUS-EDU-2022-CB-VET
Start Date: 01.01.2023
End Date: 31.12.2025

PERSONAL, SOCIAL AND LEARNING TO LEARN COMPETENCE

Training Aim

The aim of the workshop is to promote learning about one's self to make the best out of personal capabilities, learning about others to effectively collaborate in the work environment and within social contexts, and learning to learn to develop both personally and professionally.

Through the training, you will learn to: a) reflect upon yourselves to maintain physical and mental health, identify and set goals based on your capacities and potentials to stay motivated, as well as effectively manage your time and available information to remain resilient; b) work with others in a constructive and non-conflictual way by embracing cultural diversity and employing empathy that establish positive relationships; and c) manage your own learning and career through critical thinking, the application of prior learning, and the identification of opportunities to learn and develop, including with the use of resources and tools for career advice and identification of opportunities and by applying strategies for professional growth.

Personal, Social and Learning to Learn Competence

Learning Outcomes

In terms of **knowledge**:
- ✓ *Define a positive self-image and well-being.*
- ✓ *Explain how social interaction is affected by cultural diversity and empathy.*
- ✓ ***List methodologies and techniques that are suitable for different learning styles as well as resources and tools for career advice, development, and the identification of opportunities (professional growth) that can support a growth mindset.***

In terms of **skills**:
- ✓ *Identify personal capacities and potentials to establish a positive self-image and set goals for growth.*
- ✓ *Employ collaborative work based on breaking down stereotypes and using empathy techniques.*
- ✓ ***Apply strategies for personal and professional growth.***

In terms of **competences**:
- ✓ *Address social needs and challenges that affect market needs and challenges by managing one's own personal (and professional) development pathway.*
- ✓ *Build positive relationships based on effective and constructive communication and maintaining them through conflict resolution.*
- ✓ ***Utilise metacognitive strategies for learning.***

ERF: The European Reference Framework (Key Competences for Lifelong Learning)

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Literacy

Personal, social and learning to learn

Mathematical, science, technology and engineering

Digital

Citizenship

X+Y=

Multilingual

Entrepreneurship

Cultural awareness and expression

A

B

The ability to reflect upon oneself, effectively manage time and information, work with others in a constructive way, remain resilient and manage one's own learning and career. It also includes the ability to cope with uncertainty and complexity, learn to learn, support one's physical and emotional well-being, to maintain physical and mental health, and to be able to lead a health-conscious, future-oriented life, empathise and manage conflict in an inclusive and supportive context'.

What ERF competence

is our training about?

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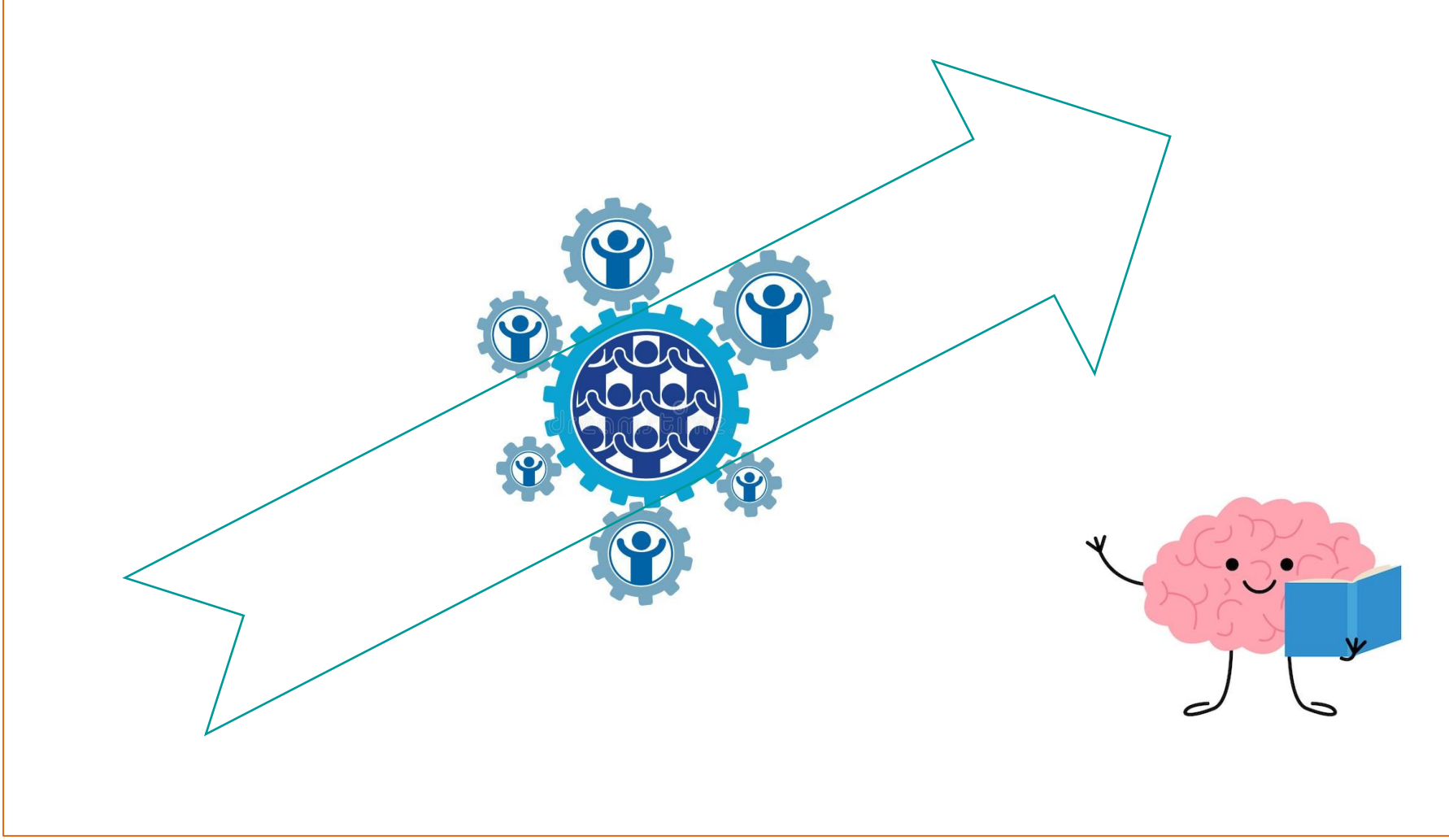
Training Route Map *(Competence Level)*
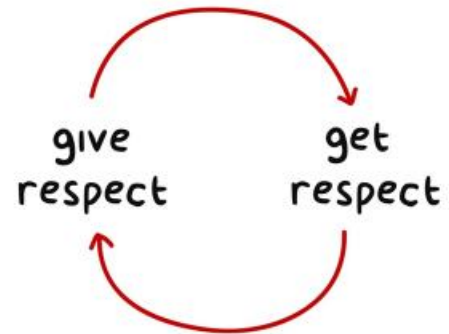
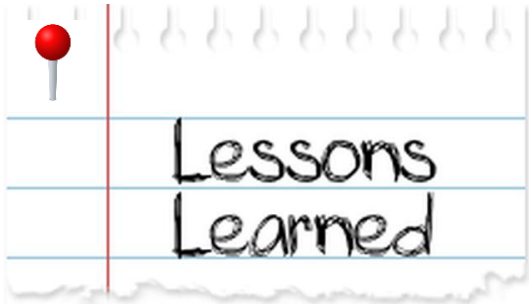**Learning about One's Self to Reach Full Potential** → **Learning about Others for Social and Professional Growth** → **Learning How to Learn for a Meaningful Life**
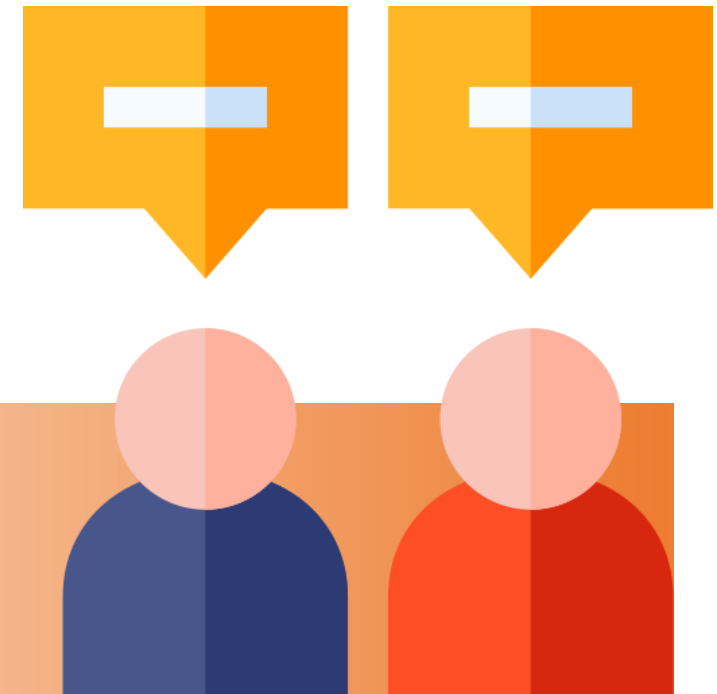
Training Rules

Introductions
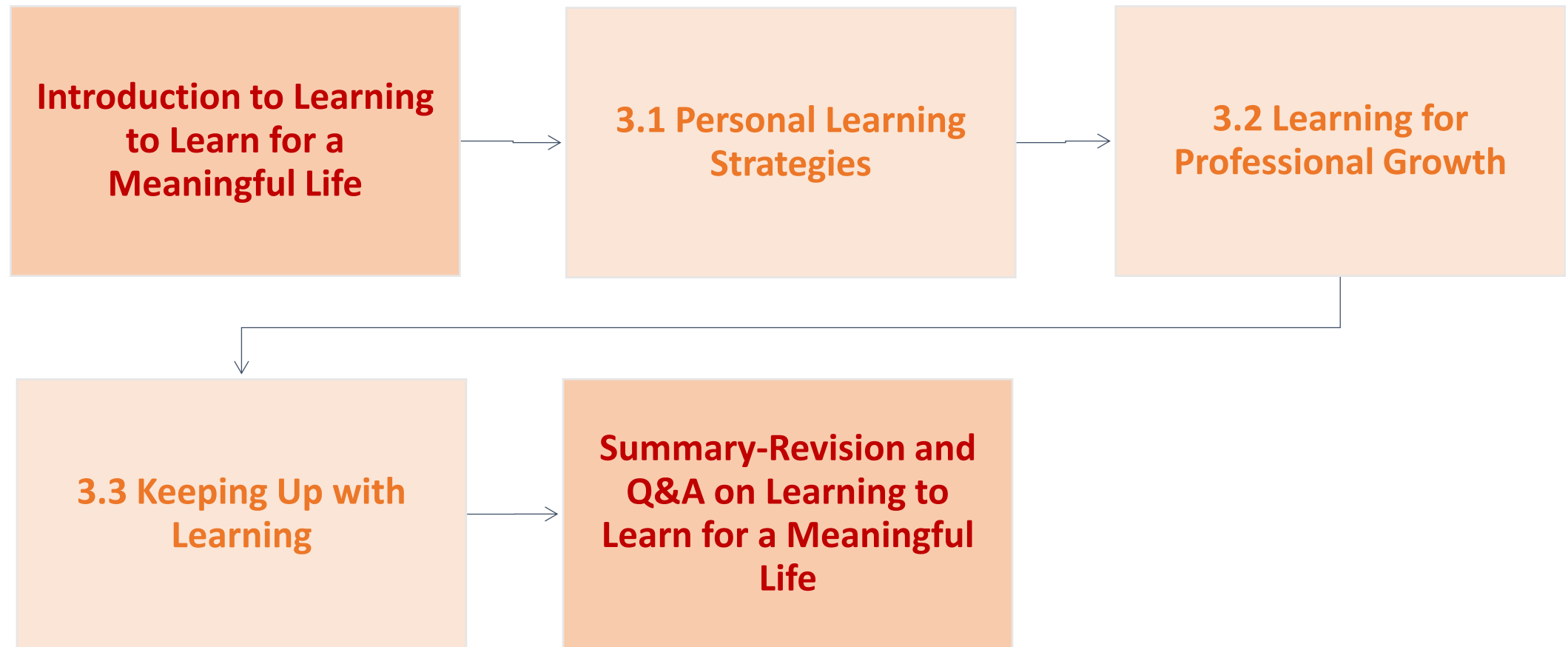
Let's get to know each other!

*'Learn continually – there's **always 'one more thing' to learn'**.*

Steve Jobs

*'He who learns but **does not think, is lost**!*
*He who thinks but **does not learn, is in great danger'**.*

Confucius

Training Route Map *(Topic Level)*

Introduction to Learning to Learn for a Meaningful Life → **3.1 Personal Learning Strategies** → **3.2 Learning for Professional Growth**

3.3 Keeping Up with Learning → **Summary-Revision and Q&A on Learning to Learn for a Meaningful Life**

Introduction to Learning to Learn for a Meaningful Life

Any thoughts?
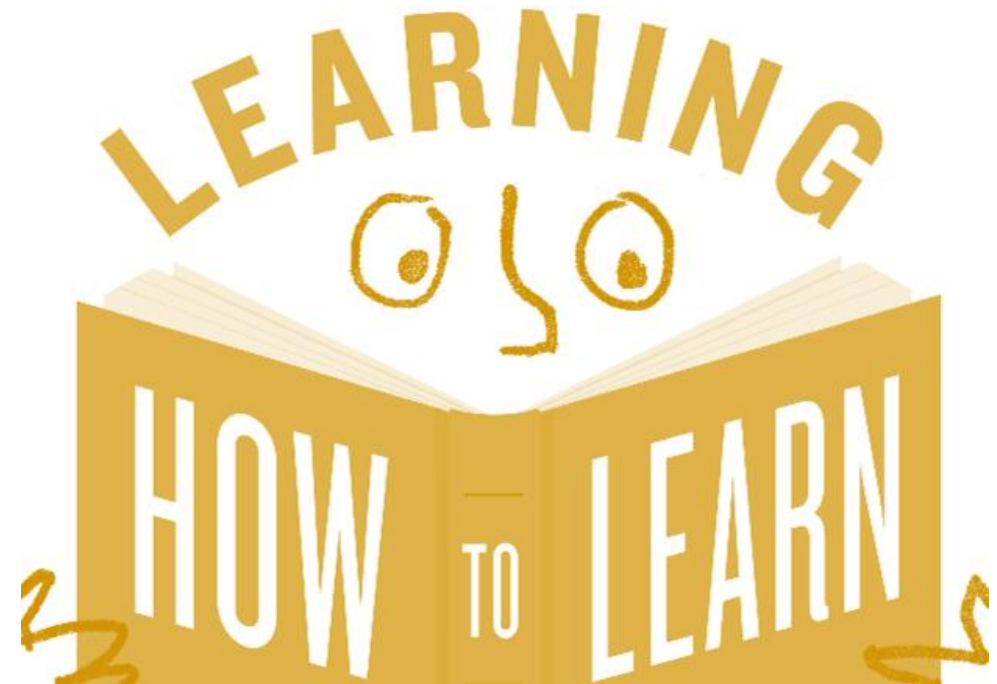
Learning (How) to Learn engages learners to build on *prior learning and life experiences* in order to use and apply knowledge and skills in a variety of contexts.

Motivation and confidence are crucial for this **competence**.

European Parliament, 2006

Learning to **Learn** is…

- **A meta-competence:** it has an impact on the selection, implication, and acquisition of **other competences**.

1. Knowing and understanding one's **preferred learning strategies** and one's **strengths and weaknesses**.

2. Searching for **training guidance and/or support and opportunities**.

Learning to Learn is also…

This ability to:

3. **gain, process, and assimilate** new knowledge and skills.

4. **pursue and persist** in learning, and **organise** one's own learning, including through effective management of time and information, both individually and in groups.
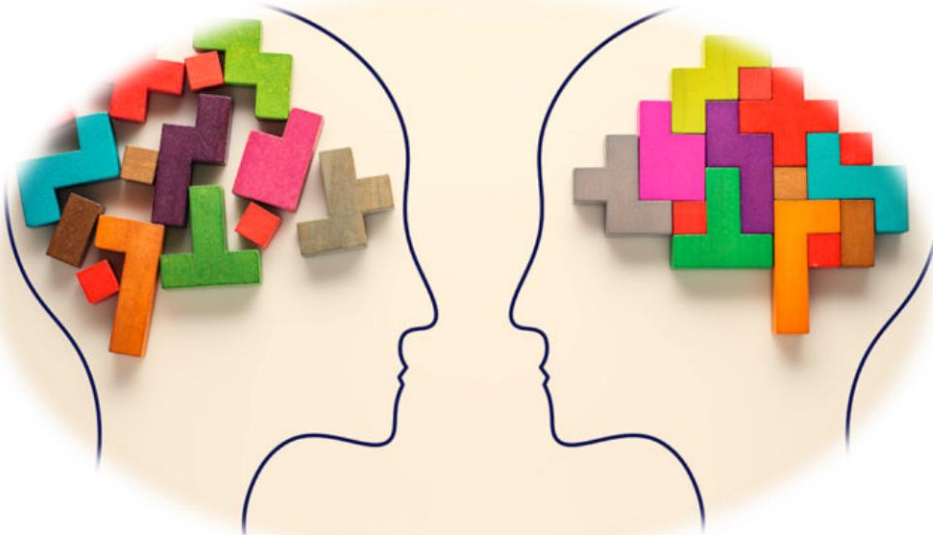
Benefits of Learning to Learn

✓Clearer view of learning goals and how to achieve them.

✓Better connection to potentials.

✓Capability of learning from challenges and situations of crises.

✓Capacity of active citizenship and participation.

✓More effectiveness and flexibility.

HOW do we
Learn to Learn?

It is an **interactive procedure** with **multiple different components**: memory, attention, language, organisation, processing, writing, and thinking at a higher order.

1. Personal Learning Strategies

1.1 Forms of Learning and Types of Learners (Learning Styles)

1.2 Managing One's Own Learning: Building on Prior Learning & Learning Styles, Selecting Learning Methods & Techniques, and Assessing Learning

Learning

Learning is the **process** of *acquiring new knowledge, skills, behaviours, attitudes, values, and preferences*.

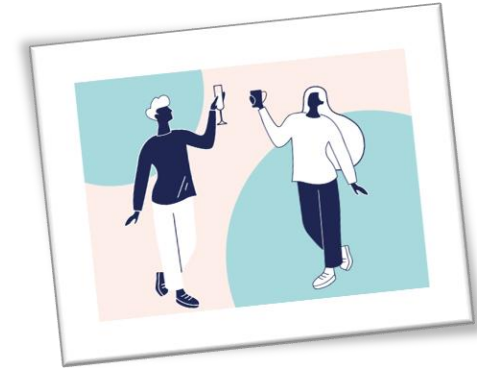It can take **different forms** and occur for **different purposes**.

Forms of Learning

Formal Learning

Non-Formal Learning

Informal Learning

Do you know the difference?

What about these Pictures?

Learning Styles

Have you ever wondered why some people learn best by seeing, while others learn by listening or by doing?

The concept of **learning styles** looks at these individual **differences in how we take in and remember information**.

Individual Exercise:
What Type of Learner are You?

# Individual Exercise:
What Type of Learner are You?

Did you know your learning style?
Is your learning behaviour and preferences in agreement with your identified learning style?

Main Learning Styles

There are **three main cognitive learning styles**: **visual, auditory and kinesthetic**.

Knowing your learning style can help you **choose study methods** that work best for you.
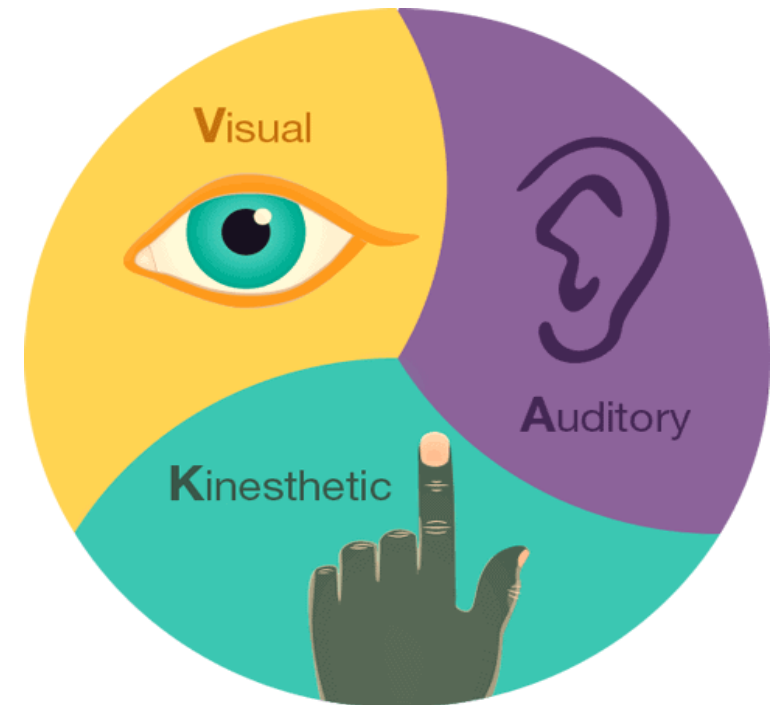
Main Learning Styles

Visual learners absorb information best through visual aids such as charts, graphs, and diagrams. They benefit from colourful images and find it easier to remember information presented in a visual format.
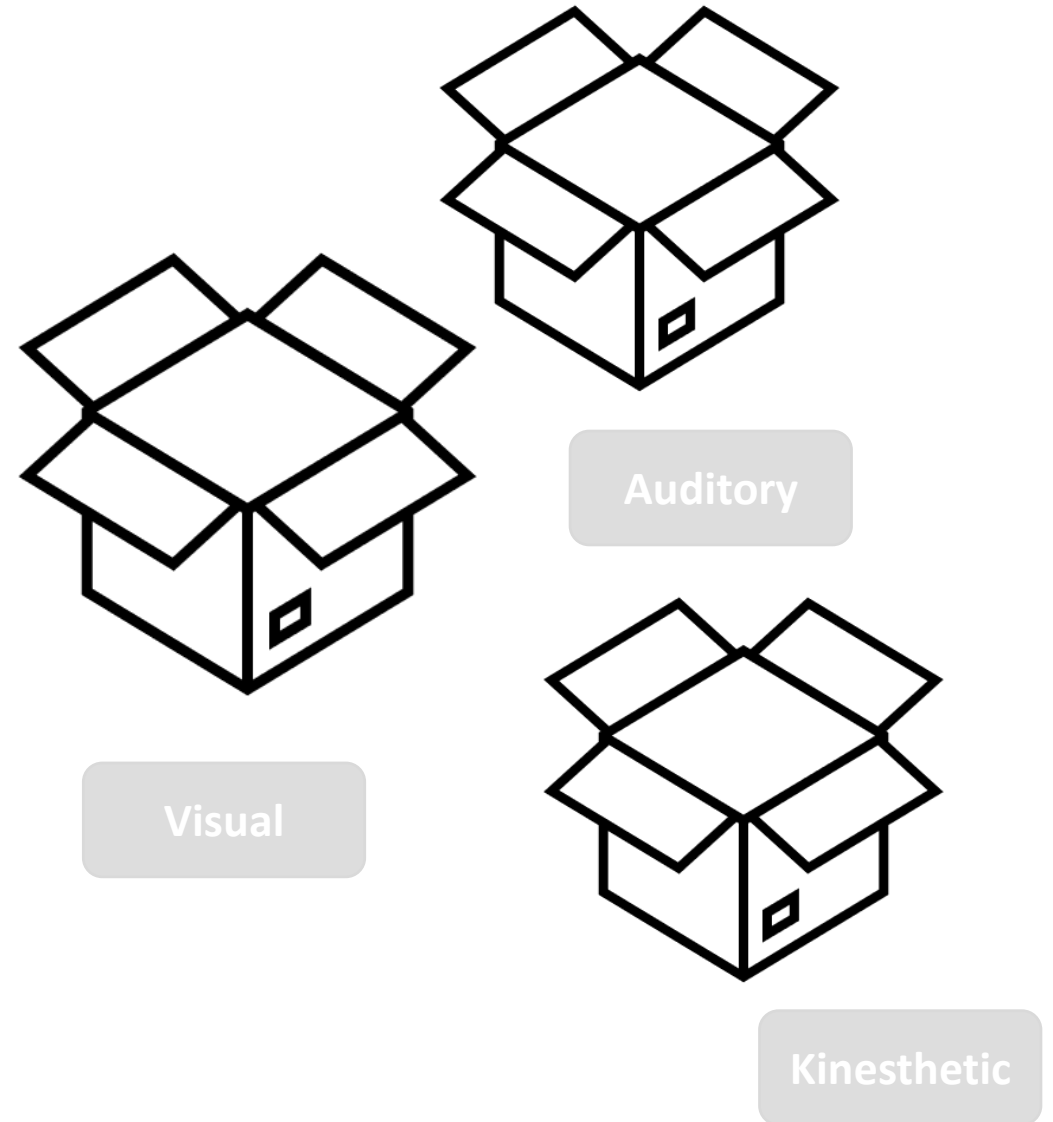
Auditory learners thrive through listening and discussing. They retain information better through lectures, group discussions, and podcasts. These learners often have a strong ability to process and remember spoken information.

Kinaesthetic learners learn best through hands-on activities and physical experiences. They need to engage their body and senses to fully grasp and retain information. These learners often excel in activities such as role-playing, experiments, and practical demonstrations.

Group Exercise:
What Suits my Learning Style?

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Activities

Videos

Informal conversation

Role play

Lecture

Reading

Group discussions

Flipchart

Demonstration

Note taking

Slides

Provision of examples

Brainstorming

Storytelling

Simulation

Auditory

Visual

Kinesthetic

Tips for Different Types of Learners

Visual	Auditory	Kinesthetic
• Turn notes into pictures, charts, or maps.	• Record lectures and then listen to them.	• Take study breaks often.
• Avoid distractions (windows, doorways, etc.).	• Repeat material out loud and in your own words.	• Learn new materials while doing something active (e.g., read a textbook while on a treadmill)
• Learn the big pictures first and then focus on the details.	• Discuss materials in your study groups.	• Chew gum while studying.
• Make mind and concept maps instead of outlines.	• Read textbooks aloud.	• Work while standing.
• Colour code parts of new concepts in your notes.	• Listen to wordless background music while studying.	• Try to take classes with instructors who encourage demonstrations and fieldwork.
• Use flash cards when trying to study vocabulary.		

Personal Growth through Learning

- Understanding your learning style can have a profound impact on your **personal growth:** a process of both understanding yourself and pushing yourself to reach your highest potential.

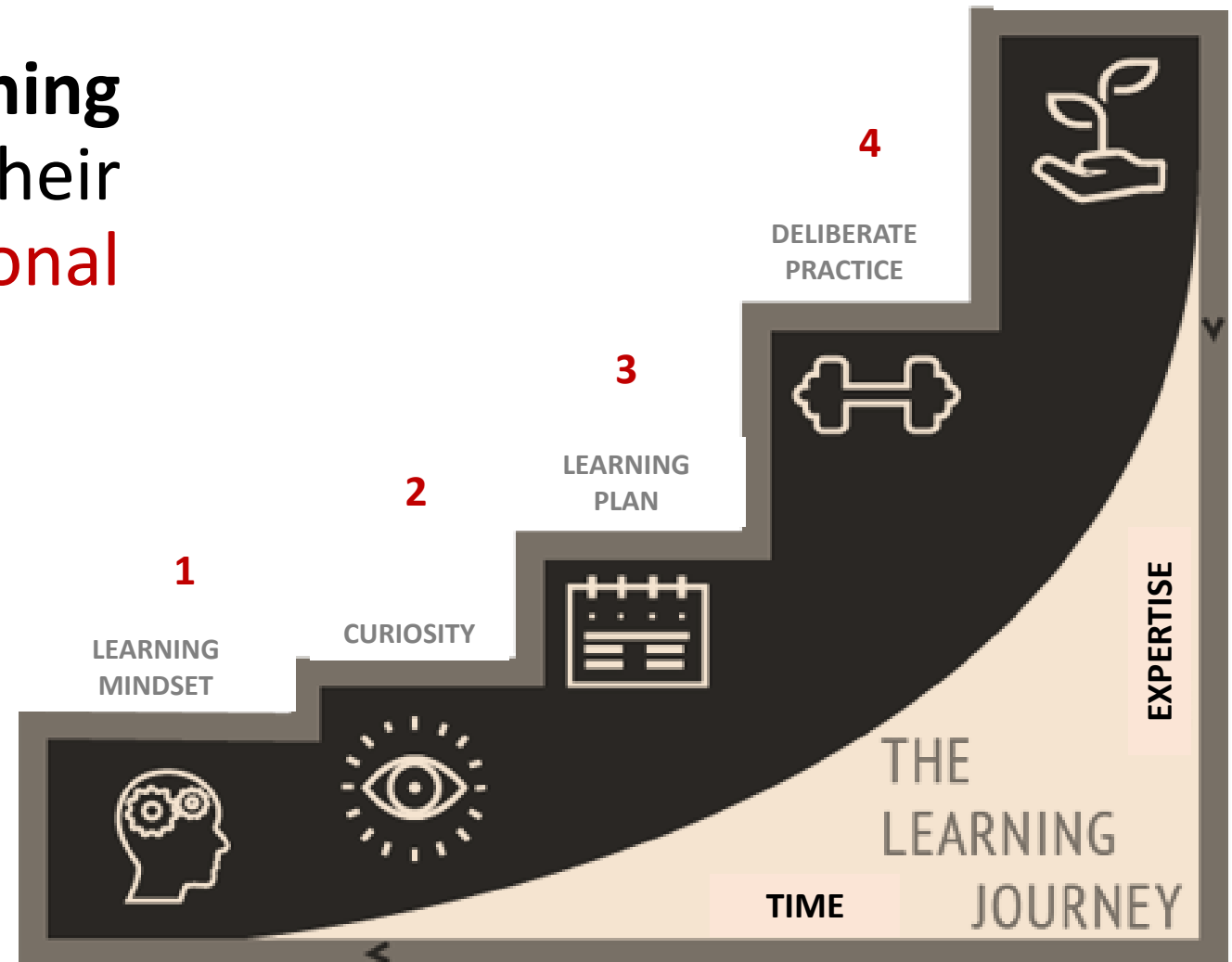- By embracing your **unique way of learning**, you can achieve greater success in your educational journey.

Academic success

Skill development

Building on strengths

Becoming more confident and independent

Managing Learning: The Journey

✓ Exploring **one's learning style** can enhance their learning or educational journey.

5 CONTINUOUS GROWTH

4 DELIBERATE PRACTICE

3 LEARNING PLAN

2 CURIOSITY

1 LEARNING MINDSET

EXPERTISE

TIME

THE LEARNING JOURNEY

The Basics:
Before You Get Started

✓ **Reflect on Past Learning and Life Experiences (the *Background*)**

✓ **Observe Your Study Patterns**

✓ **Get Input from Others**

✓ **Use Quizzes to Find your Learning Style**

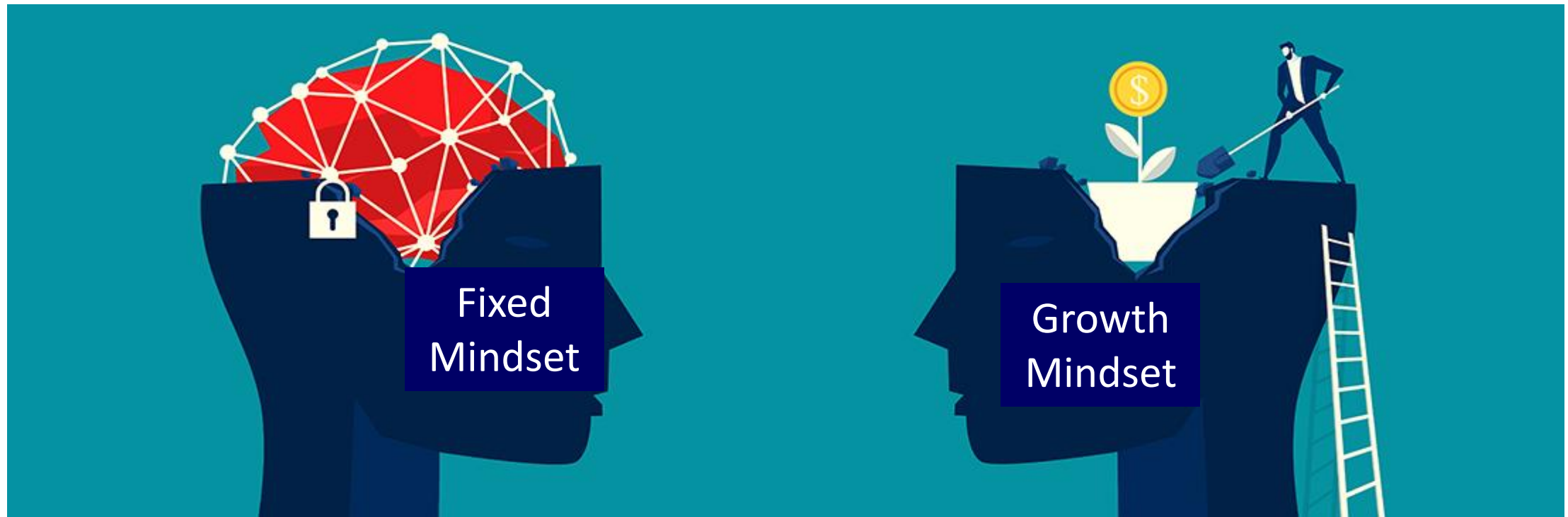# The Background

✓Can you think of any **prior learning experiences** of yours?

✓Are there any **life experiences** that helped you learn new things?

Educational System

PRIOR LEARNING

Work Life

Liberal Adult Education, Civil Society Activities, etc.
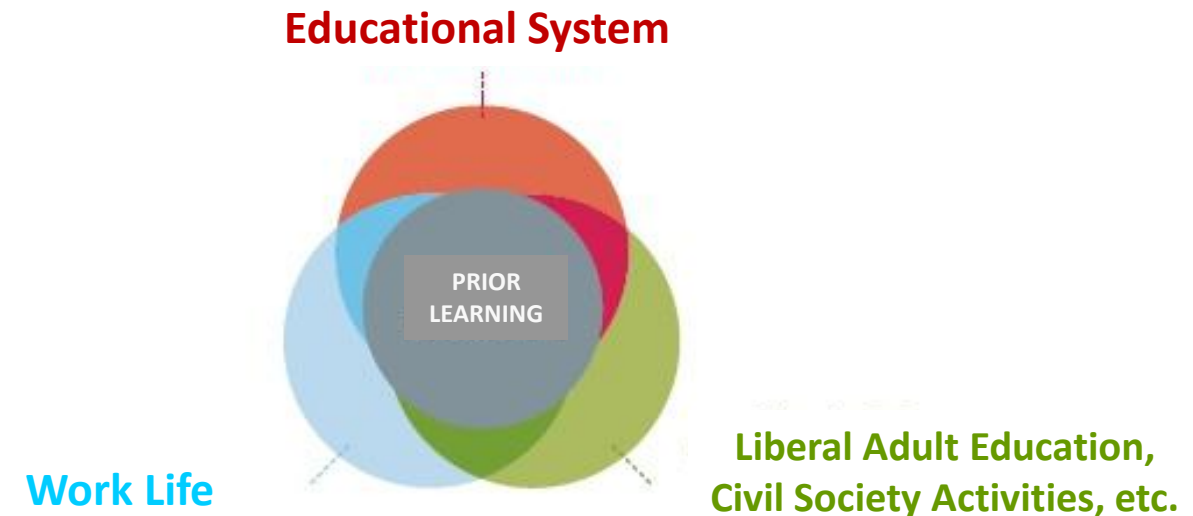
The Kick-off:
Growth or Learning Mindset (1)

Fixed Mindset

Growth Mindset

Can you name the differences?

A Mindset for Continuous Growth (1)

FIXED MINDSET	GROWTH MINDSET
Avoid challenges	View challenges as opportunities
Refuse to receive criticism or feedback	Embrace constructive feedback
Focus on proving yourself	Focus on the process, not the end result
Feel threatened by others' success	Be inspired by others' success
Cannot accept failures or mistakes	Learn and grow from failures or mistakes
Shy away from unfamiliar things	Always step out of the comfort zone
Believe that talent is static	Believe that talent is ever-improving

The Steps in Between (2-4)

2. Be Curious

3. Plan your Learning

4. Practise

Curiosity for Learning (2)

People are better at learning information they are curious about, as curiosity **prepares the brain for learning** and **makes subsequent learning more enjoyable and rewarding** (Stenger, 2014).

A man is washing windows on the 25th floor of an apartment building. Suddenly, he slips and falls. He has nothing to cushion his fall, and no safety equipment – but he does not get hurt. How is this possible?

It is great that you are still reading. Why is that? Presumably because you want to find out more – your curiosity has been piqued.

Learning Planning (3)

- Developing a **learning plan** is crucial: it helps identify your strengths and weaknesses, set achievable goals, and establish a clear path to progress.

- A well-designed learning plan can help stay motivated, focused, and on track towards achieving your goals.
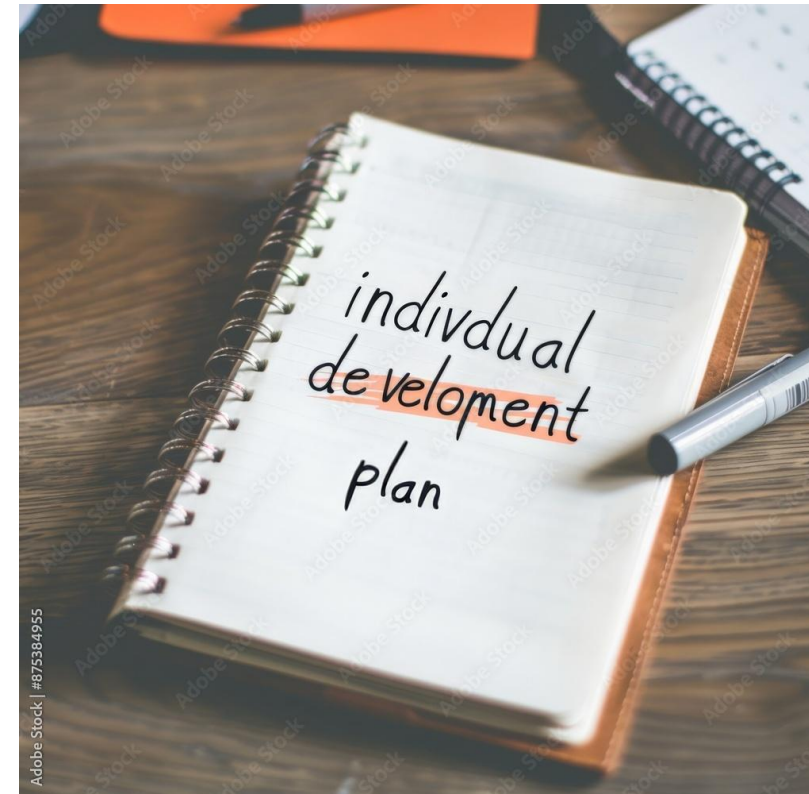
Developing a Learning Plan (3)

A. Identifying Learning Goals

- Setting learning goals in a SMART way.

B. Conducting Self-Assessment

- Identifying strengths, assessing current skills, and ensuring learning styles.

**C. Researching Learning Options and Opportunities**

- Selecting learning activities to support the goals based on appropriate methodologies and techniques.

D. Creating a Learning Schedule

- Setting a realistic timeline and allocating sufficient time for each learning activity.

E. Applying the Learning Plan

- Staying motivated, focused, and committed to achieving the learning goals, tracking the progress, making adjustments to the learning plan as needed, and rewarding oneself for attainments.
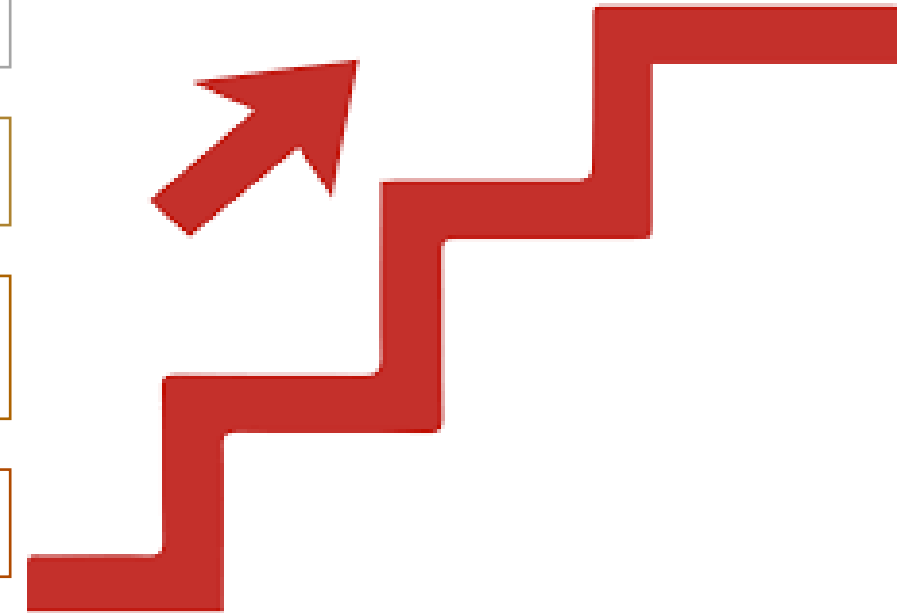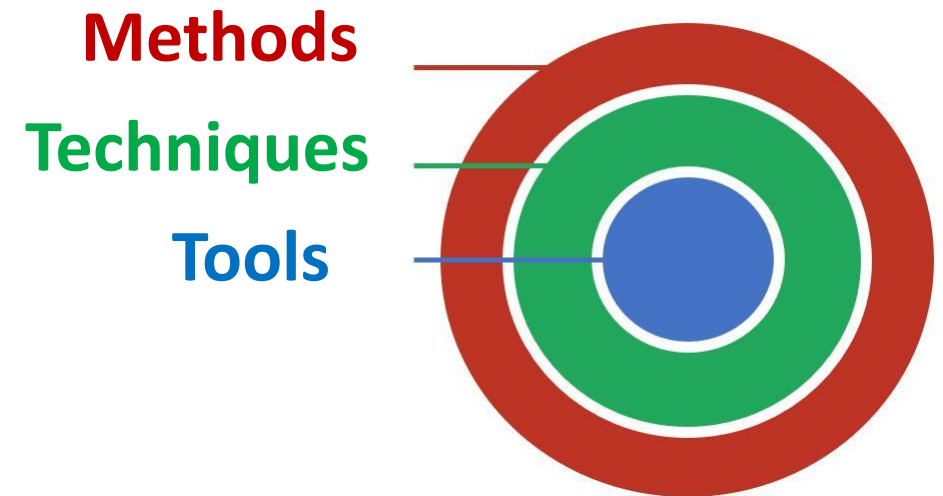
Identifying Strengths & Assessing Skills

- ✓ Self-reflecting
- ✓ Asking for Feedback from Others
- ✓ Implementing Personality, Skills, and Strengths Assessments
- ✓ Conducting Performance and Results Evaluation
- ✓ Mapping Skills and Analysing Skill Gaps
- ✓ Observing Patterns in Challenges
- ✓ Setting Goals and Monitoring Growth
- ✓ Considering Transferable Skills
- ✓ Making a Personal SWOT Analysis
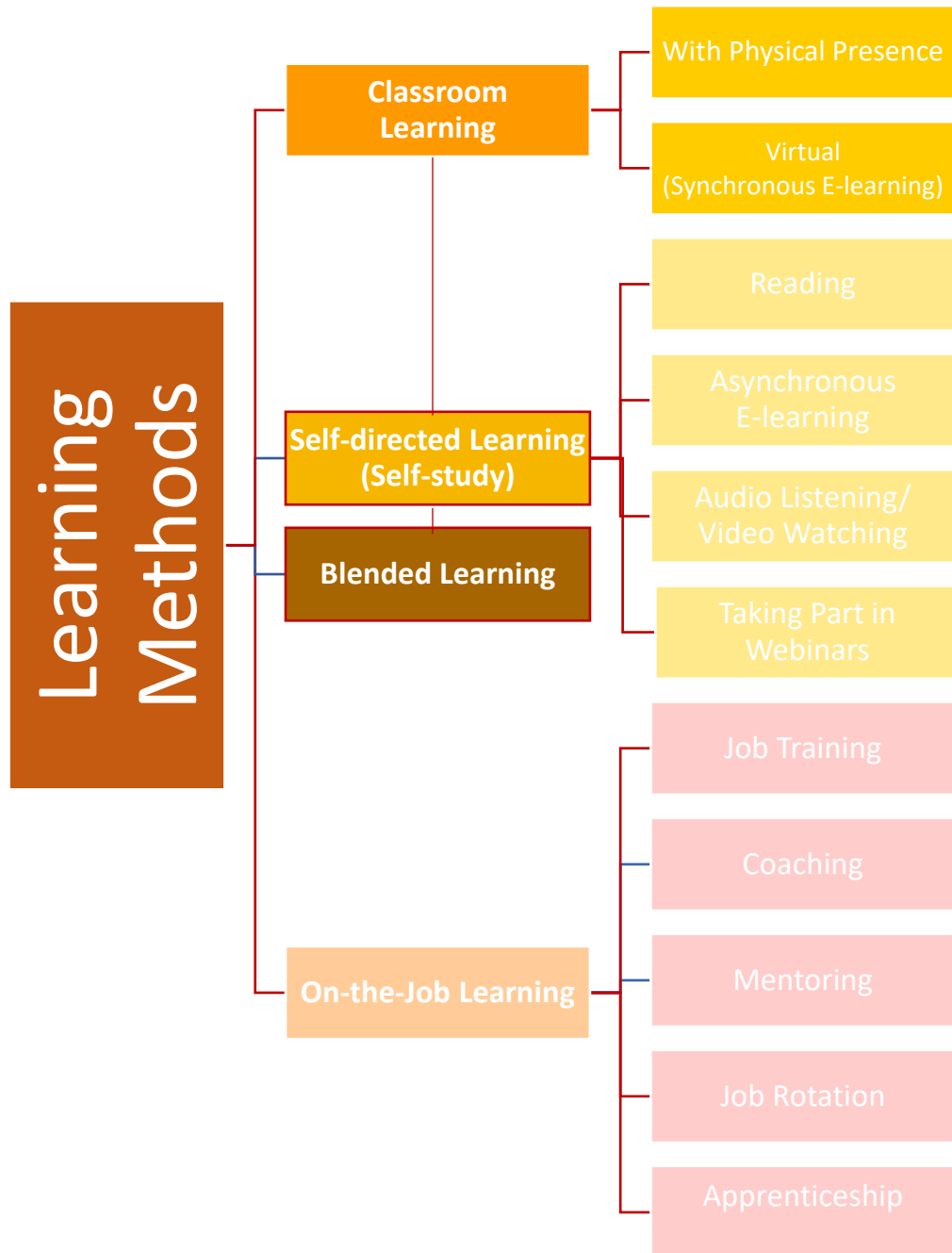- ✓ Tracking and Reviewing Skills Regularly

Selecting Appropriate Learning Methods & Techniques

✓Understanding **one's learning style** enables them to tailor their **learning methodologies and strategies** to suit their individual needs. This means they can focus on the **techniques that work best for them** and avoid wasting time on ineffective approaches.

✓The selection of learning methodologies and techniques depend also on the **individual's lifestyle**.

Methods

Techniques

Tools

Learning Methods

- **Classroom Learning**
  - With Physical Presence
  - Virtual (Synchronous E-learning)

- **Self-directed Learning (Self-study)**
  - Reading
  - Asynchronous E-learning
  - Audio Listening/ Video Watching
  - Taking Part in Webinars

- **Blended Learning**

- **On-the-Job Learning**
  - Job Training
  - Coaching
  - Mentoring
  - Job Rotation
  - Apprenticeship
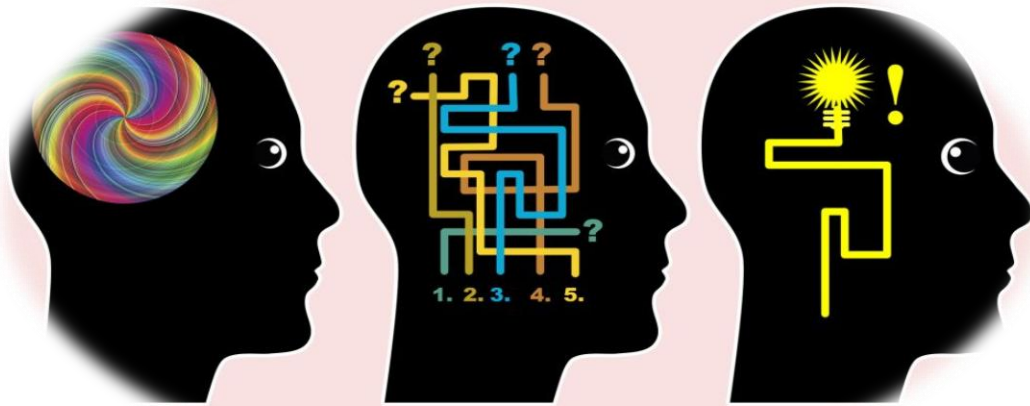
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When is it preferable to select each methodology?

Other Learning Methods

✓ Active Learning

✓ Collaborative Learning

✓ Project-based Learning (PBL)

✓ Problem-based Learning (PBL)

✓ Inquiry-based Learning (IBL)

✓ Competency-based Learning

✓ Experiential Learning

✓ Flipped Classroom Learning

✓ Personalised Learning

✓ Gamification

✓ Other

Classroom Learning Techniques

- ✓ Lecture
- ✓ Discussion
- ✓ Questions and Answers
- ✓ Brainstorming
- ✓ Individual/Group Activity
- ✓ Snowball
- ✓ Case Study
- ✓ Practical Exercise
- ✓ Demonstration
- ✓ Simulation
- ✓ Experiential Workshop
- ✓ Role Playing
- ✓ Video Projection
- ✓ Other

✓Do you know any techniques suitable for self-directed learning?

Reflective Techniques

They involve actively monitoring and assessing the knowledge, abilities, and performance during the learning process and their associated outcomes.
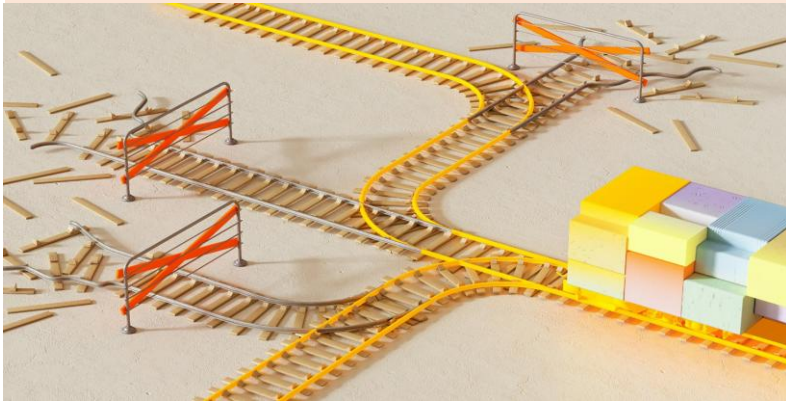
Brainstorming Techniques

Saying the first thing that comes to your mind – there is no right or wrong answer.

After a quick brainstorming session, you just need to filter through all suggestions and find the ones that have the biggest potential to succeed.

Idea Generation Techniques

Creating, developing and communicating abstract, concrete, or visual concepts to find solutions for practical problems in all fields of life and work.
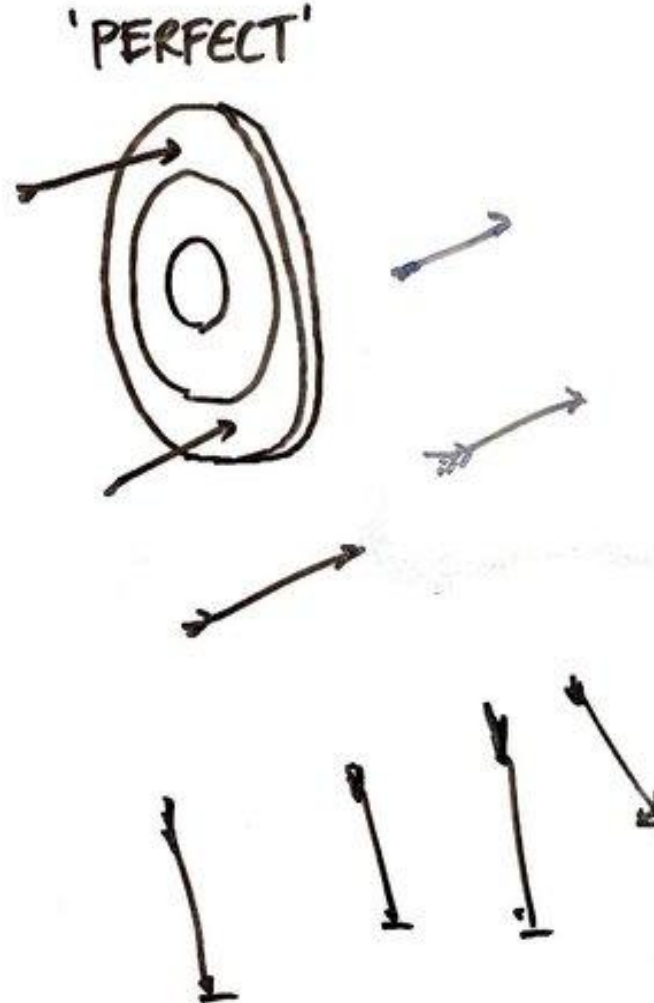

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Advocacy and Resources

✓ Understanding **one's learning style** and explaining **one's preferred learning methodologies** allows also to **advocate for oneself and communicate their needs** to educators or employers, ensuring that they **receive the support and resources** they need to thrive.

Keep Practising (4)

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'PERFECT'

PRACTICE

Post-Learning Self-Assessment (5)

Self-assessment is a great way to analyse your performance and any **new** areas for growth and to achieve CONTINUOUS GROWTH.

Post-Learning Self-Assessment: How-To (5)

Reflecting on Accomplishments

✓ Highlight any **tasks or responsibilities you are proud of**. You can also mention the **skills you developed** that you believe make you a *stronger*. Consider how your achievements have impacted your daily tasks.

Finding Ways to Grow

✓ Use the **challenging moments** during which you were *unable* to hit goals you set for yourself to continue pushing yourself and to build new strategies to ensure you hit your goals next time.
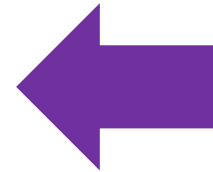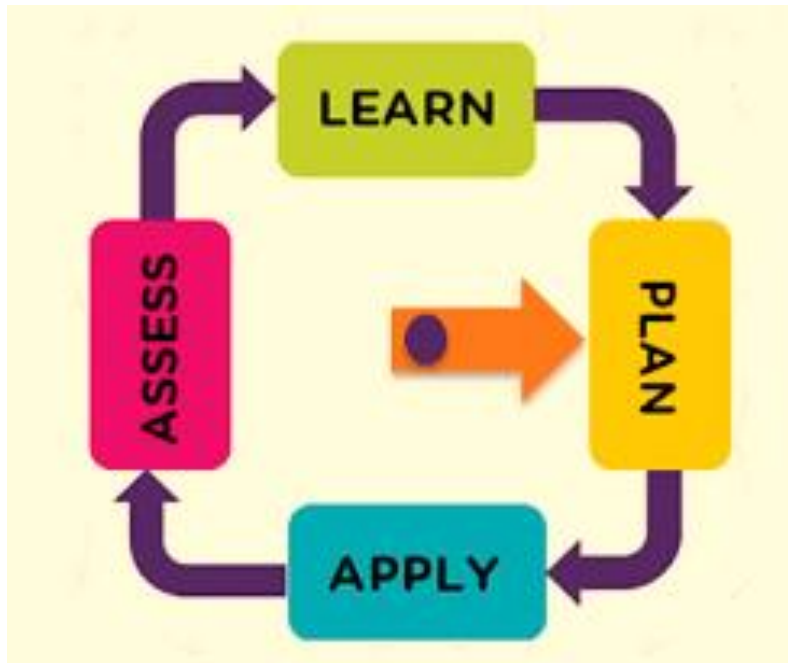
Learning Validation: A Plus

In learning, 'validation' is a crucial element to ensure visibility of the learning results and indicate the appropriate value of the learning that took place anywhere and at any time.

- ✓ It supports lifelong learning, employability and active citizenship.
- ✓ It can lead to a certification (formal learning) or to other forms of recognition (non-formal learning).

Individual Exercise:
My New Learning Plan

What was the most difficult part of setting up a personal learning strategy and why?

What do you think is important to consider when setting up a learning strategy?

Have you included any specific methodologies and/or techniques in any parts of your learning strategy? Please explain.

2. Learning to Learn for Professional Growth

2.1 Career Development and the Challenges to Professional Growth
2.2 Managing One's Own Career: Resources & Tools for Professional Growth and the Identification of Entrepreneurial Opportunities

Discussion

- *How does learning influenced your career?*

- *How does your career development (professional growth) is being affected by learning? In what ways?*

- *Could you think of any life experiences that have influenced your career?*

Growing Professionally

- Ups and downs, successes and failures are all integral parts of a **career journey**. It is essential to understand that **each experience**, *whether positive or challenging*, can provide **valuable learning and growth opportunities**.

- **Professional and personal lives often influence each other**, *shaping who we are*.

Professional Growth in Today's World

- In our **fast-changing world,** characterised by unprecedented technological and societal advancements, being adaptable and ready for change is more important than ever, as **new opportunities constantly emerge and evolve**.

- Also, as time goes by, change will come from within. What interests someone at some point in the past, may not interest them at present.

The High Five Principles of Professional Growth

The **'High Five Principles'** may assist in guiding one's decision making, as they plan and progress through their career:

1. Change is Constant

2. Follow your Heart

3. Focus on the Journey

4. *Learning is Ongoing*

5. Be an Ally/Access your Allies

Career Development

Career development is the ongoing process of **managing life, learning, as well as work across lifetime**.

- Various factors shape this journey, **from personal interests and skills to experiences and external influences**.

- It is **more complex than simply matching one's aptitude** in a particular area or skill **to a specific job or career pathway**.

Career Development

Career Guidance	Career Advice or Counseling
• It provides **valuable information and resources** for professional development.	• It provides **a more personalised and in-depth assessment and guidance**, offering stress and emotional support, goal setting, and overcoming barriers.

Career Advice or Counseling

Some **things expected to work on** during *career advising or counseling sessions* include the following:

✓ Assessing your strengths, skills, education, and experience
✓ Bringing your desires and dreams to the surface
✓ Identifying areas of untapped potential
✓ Considering various career options
✓ Exploring industry trends and hiring practices
✓ Researching job listings and employers
✓ Preparing for interviews
✓ Enhancing your CV
✓ Drafting
✓ Finding your first job or changing careers
✓ Charting a rewarding career path

Resources and Tools for Professional Growth

There are various resources and tools available for supporting one's **career development, entrepreneurial ambitions**, and also **personal growth**, aiming at:

- Developing one's key skills

- Identifying new opportunities
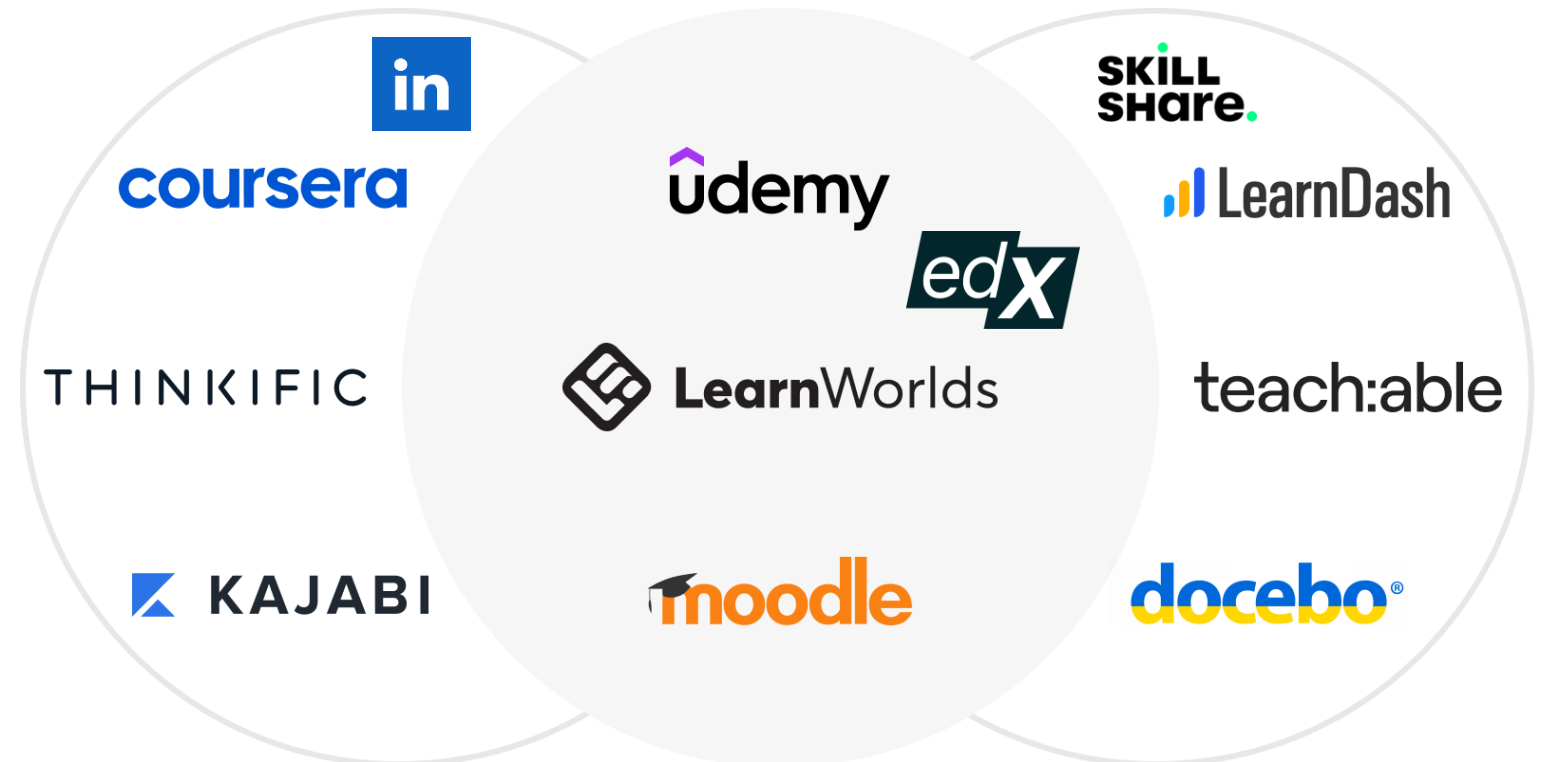
- Building paths that align with one's aspirations

Resources and Tools

Could you give some examples?

Online Learning Platforms

Job Search and Career Development Tools

Networking Tools

Certifications and Skill Development Tools

Productivity and Organisation Tools

Feedback and Performance Review Tools

Personal Branding Tools

Virtual Conferences and Workshops

Podcasts and Webinars

Books and E-Books

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Resources and Tools for Professional Growth

1. Online Learning Platforms

Resources and Tools for Professional Growth

2. **Job Search and Career Development**

3. **Networking Tools**

4. **Certifications and Skill Development Tools**

5. **Productivity and Organisation Tools**

6. **Feedback and Performance Review Tools**

7. **Personal Branding Tools**

8. **Career Advice or Career Counseling**

   Supporting Platforms

Taking Initiative and Innovating

Taking initiative can *transform* one's career pathway.

- Those who take initiative are the ones who spot opportunities where others see obstacles.

- New experiences and challenges lead to **growth and innovation**.

Identifying Entrepreneurial Opportunities

Spotting **entrepreneurial opportunities** by:

✓Solving personal problems or other people's problems.
✓Observing trends in the environment: political, economic, social, or technological.
✓Finding gaps in the marketplace.

Entrepreneurial Opportunities Identification Resources

There are platforms that give access to **market insights, innovation trends, crowdsourced feedback, and startup communities**.

- By leveraging these resources, one can validate their ideas and gain the knowledge and support needed to turn their entrepreneurial dreams into successful ventures.

Entrepreneurial Opportunities Identification Resources

1. **Market Research Tools**
2. **Startup Platforms and Communities**
3. **Trend Analysis Tools**
4. **Idea Generation & Validation Tools**
5. **Business Idea and Innovation Platforms**
6. **Innovation and Crowdsourcing Platforms**
7. **Competitive Analysis and Industry Intelligence**
8. **Idea Incubators and Accelerators**

Group Exercise:
Could you Advise them?

A. Julia *started her career as a Marketing Associate in a small company that focused on traditional marketing methods. She quickly realised that digital marketing was the future and decided to pivot her career towards this emerging field. She wants to become a **Digital Marketing Manager**, a role that require both technical skills and strategic thinking.*

Could you advise her in her next steps?

B. Alex *is a history teacher working in a private high school and has a passion for making learning more interactive and engaging. However, he feels limited by the traditional teaching methods available to him. Combining education and technology to enhance the learning experience for students and transforming the way students and teachers interact with content is his dream.*

Could you advise him in his next steps?
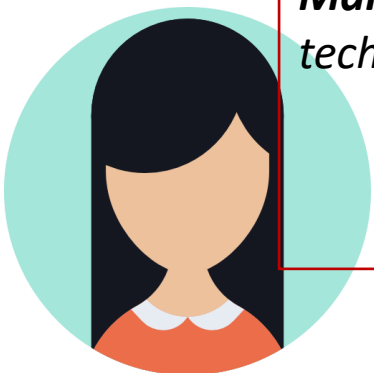
Group Exercise:
Could you Advise them?

- *What is your advice regarding their professional growth?*
- *How this is related to their personal growth?*
- *What learning pathways should they take?*
- *What resources and tools should they use?*
- *Are their any alternative options for them to achieve their goals?*
- *How their professional goals differentiate with one another and which elements they share?*
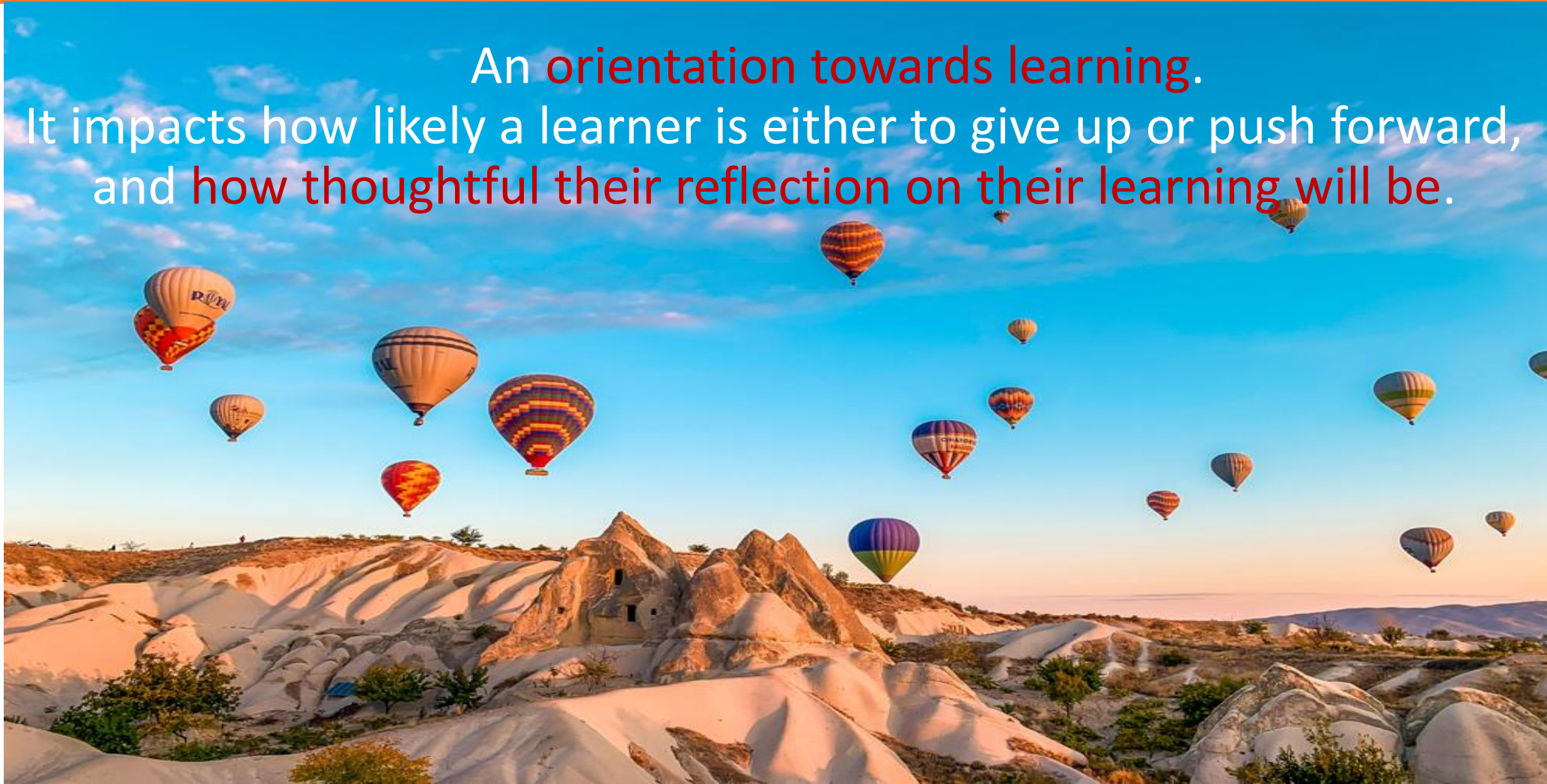
3. Keeping Up with Learning

3.1 Embracing a Learning Culture

3.2 Staying Up-to-Date with Learning: Current Trends

Motivation for Learning

An orientation towards learning.
It impacts how likely a learner is either to give up or push forward, and how thoughtful their reflection on their learning will be.

Becoming and Staying Motivated to Learn

- ✓ **Practise growth mindset**
- ✓ **Encourage self-efficacy**
- ✓ **Normalise the struggle**
- ✓ **Minimise competition**
- ✓ **Promote or avoid rewards, depending on the case**
- ✓ **Develop optimally challenging, mastery-oriented goals**
- ✓ **Acknowledge but do not dwell on potential hurdles**
- ✓ **Create quiet space**

Current Learning Trends

Current Learning Trends

- ✓ Upskilling and Reskilling
- ✓ Online Learning
- ✓ Self-directed Learning
- ✓ Learning on Demand (Asynchronous Learning)
- ✓ Micro-learning
- ✓ Extended Reality (XR: AR, MR and VR) in Learning
- ✓ Generative AI
- ✓ Data-driven Learning
- ✓ User-generated Learning Content
- ✓ Repurposing and Outsourcing Learning Content
- ✓ Diversity and Inclusion in Learning

Video:
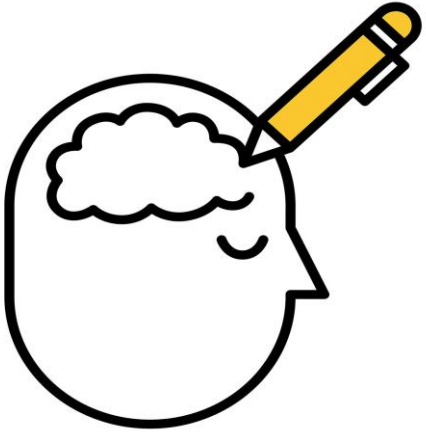## *The Role of Learning in 2030*

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Summary-Revision and Q&A *(Topic Level)*

- ✓ What is 'Learning (How) to Learn' and what do 'meta-competence' and 'metacognitive competence' mean?

- ✓ What are the different types of learners and what are the characteristics of each learning style?

- ✓ What is a growth or a learning mindset?

- ✓ What are the steps of a learning journey?

- ✓ What are the phases of managing one's learning/developing a learning plan?

- ✓ Could you name some resources and tools for professional growth?

- ✓ What are some entrepreneurial opportunities' identification resources?

- ✓ How do taking the initiative, innovating, and learning relate to one another?

- ✓ How can one get motivated to learn and to learn to learn?

- ✓ What are the current learning trends? Could you select one and explain it?

Do you have any questions?

What will you keep from today's training?

Training
Evaluation
(Topic Level)

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List of Suggested Resources for Self-Directed Learning

- See Curriculum (Topic 3).

Thank you!