



Learning
to
Learn

Agenda

1. [Need for Learning](#)
2. [Learning Styles and their Importance](#)
3. [Role of Will Power in Learning](#)
4. [Role of Concentration in Learning](#)
5. [Components of the Learning Process](#)
6. How to Improve your Memory
7. Self-Discipline in Learning

Agenda

9. Routine in Learning
10. Reasons for Getting Stuck in Learning
11. Steps for Planning the Learning Process
12. How to Use Your Energy Efficiently
13. How to Overcome Distractions and Interruptions
14. Characteristics of a Good Learner

Need for Learning

Today's world is an era of knowledge where human beings are valued greatly as high-value assets.

In organizations that are continually growing and evolving, training and learning programs help employees to provide the much needed response to changing environment.

Learning plays a pivotal role in the development of any individual. In today's competitive world, it is crucial that organizations should build and sustain competencies that would provide them with a competitive advantage over its competitors.

Need for Learning

Continuous learning process plays a pivotal role in enhancing the skills that are required for human development.

It helps an individual to develop one's personality, hone one's skills and enhance efficiency.

Learning helps to play an important and integral part of the organizational renewal process.

Learning Styles and their Importance

It is very important as a learner to understand the various learning styles that are used by individuals to learn.

Learning styles have a major influence on the way an individual learns.

Your preferred learning style guides the manner in which you internally represent experiences, manner in which you recall information and the words you choose.



Learning Styles and their Importance



It has been proven by research findings that each learning style uses different parts of the brain.

Thus, if you as a learner can incorporate learning methods that involve more and different parts of the brain matching your learning style, you will remember more of what you learn.

Learning Styles and their Importance

There are Seven Learning Styles as follows:

Visual (Spatial)

Aural (Auditory-Musical)

Verbal (Linguistic)

Physical (Kinaesthetic)

Logical (Mathematical)

Social (Interpersonal)

Solitary (Intrapersonal)

Let's look at each in detail.

Visual (Spatial)

Visual (Spatial)

Aural (Auditory-Musical)

Verbal (Linguistic)

Physical (Kinaesthetic)

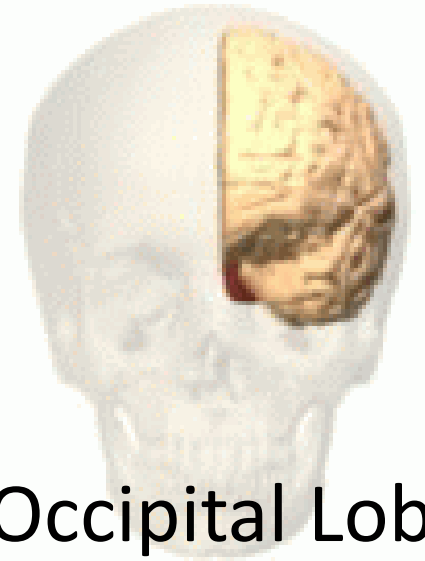
Logical (Mathematical)

Social (Interpersonal)

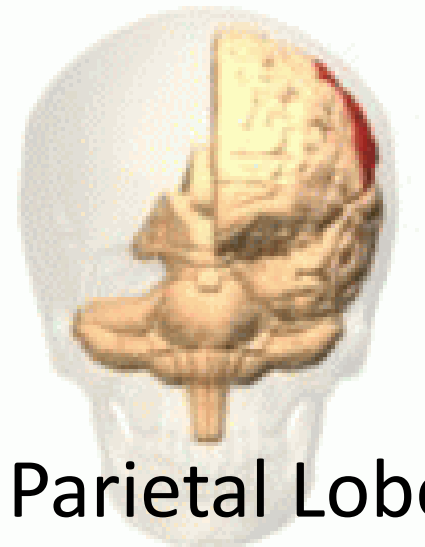
Solitary (Intrapersonal)

Visual (Spatial):

- Such learners learn best through pictures, images, and visual aids.
- The visual cortex is located in the occipital lobe of the brain.
- Spatial orientation is a key skill for both the occipital and parietal lobes.



Occipital Lobe



Parietal Lobe

Aural (Auditory-Musical)

Visual (Spatial)

Aural (Auditory-Musical)

Verbal (Linguistic)

Physical (Kinaesthetic)

Logical (Mathematical)

Social (Interpersonal)

Solitary (Intrapersonal)

Aural (Auditory-Musical):

- Such learners prefer using sound and music.
- Aural or auditory-musical content is handled by the temporal lobes.
- The right temporal lobe is especially important for music.

Verbal (Linguistic)

Visual (Spatial)

Aural (Auditory-Musical)

Verbal (Linguistic)

Physical (Kinaesthetic)

Logical (Mathematical)

Social (Interpersonal)

Solitary (Intrapersonal)

Verbal (Linguistic):

- Such learners prefer using words, both in speech and writing.
- The temporal and frontal lobes, handle linguistic related content.

Physical (Kinaesthetic)

Visual (Spatial)

Aural (Auditory-Musical)

Verbal (Linguistic)

Physical (Kinaesthetic)

Logical (Mathematical)

Social (Interpersonal)

Solitary (Intrapersonal)

Physical (Kinaesthetic):

- Such learners prefer using their body, hands and sense of touch.
- Much of physical movement is handled by the cerebellum and the motor cortex found at the back of the frontal lobe.

Logical (Mathematical)

Visual (Spatial)

Aural (Auditory-Musical)

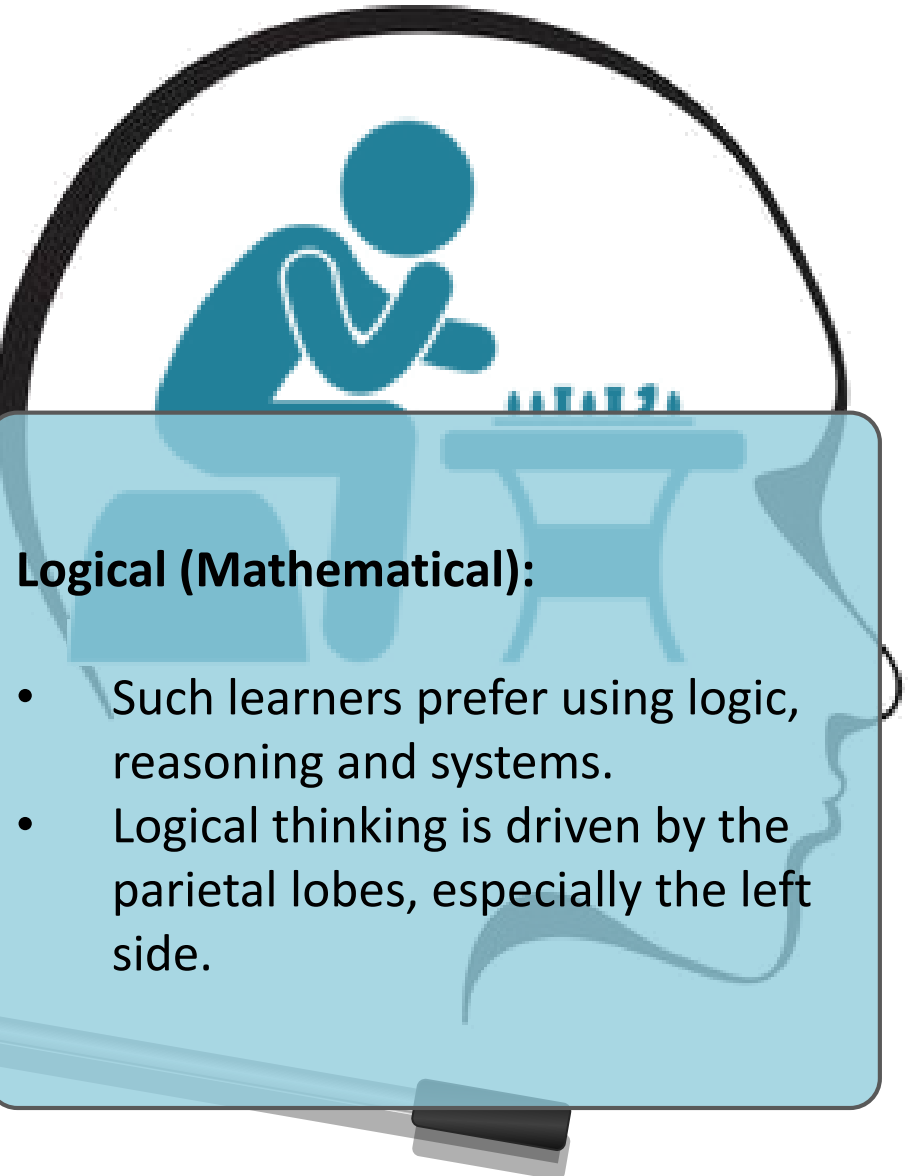
Verbal (Linguistic)

Physical (Kinaesthetic)

Logical (Mathematical)

Social (Interpersonal)

Solitary (Intrapersonal)



Logical (Mathematical):

- Such learners prefer using logic, reasoning and systems.
- Logical thinking is driven by the parietal lobes, especially the left side.

Social (Interpersonal)

Visual (Spatial)

Aural (Auditory-Musical)

Verbal (Linguistic)

Physical (Kinaesthetic)

Logical (Mathematical)

Social (Interpersonal)

Solitary (Intrapersonal)

Social (Interpersonal):

- Such learners prefer to learn in groups or with other people.
- Much of your social activities are handled by the frontal and temporal lobes.
- This style is influenced by the limbic system.
- The limbic system deals with emotions, moods and aggression.

Solitary (Intrapersonal)

Visual (Spatial)

Aural (Auditory-Musical)

Verbal (Linguistic)

Physical (Kinaesthetic)

Logical (Mathematical)

Social (Interpersonal)

Solitary (Intrapersonal)

Solitary (Intrapersonal):

- Such learners prefer to work alone and use self-study.
- This style is influenced by the limbic system.
- In this style, the frontal and parietal lobes, and the limbic system are active.

Role of Will Power in Learning

- **Will Power** refers to the natural desire of most people to be in personal control of their own thoughts, feelings, and behaviour.
- It begins shortly after birth and continues throughout life.
- It is determined by the skills, beliefs and attitudes, and knowledge as well as opportunities to exercise personal control.
- All persons have the desire and are capable of some degree of will power.



Role of Will Power in Learning



- **So, what role does will power play in learning?**
- **As a learner, you can use your will power to attain great heights of success in all your learning endeavours.**
- **You can use your will power to believe in yourself and your capabilities as a learner .**
- **When you believe in yourself and use your will power effectively, you will persist endlessly and make all efforts to gain the desired success in your learning endeavours.**

Components of Will Power

There are three main components of Will Power that you need to understand in order to exercise your Will Power in all your learning endeavours:



Let us look at each in detail.

Competence

1

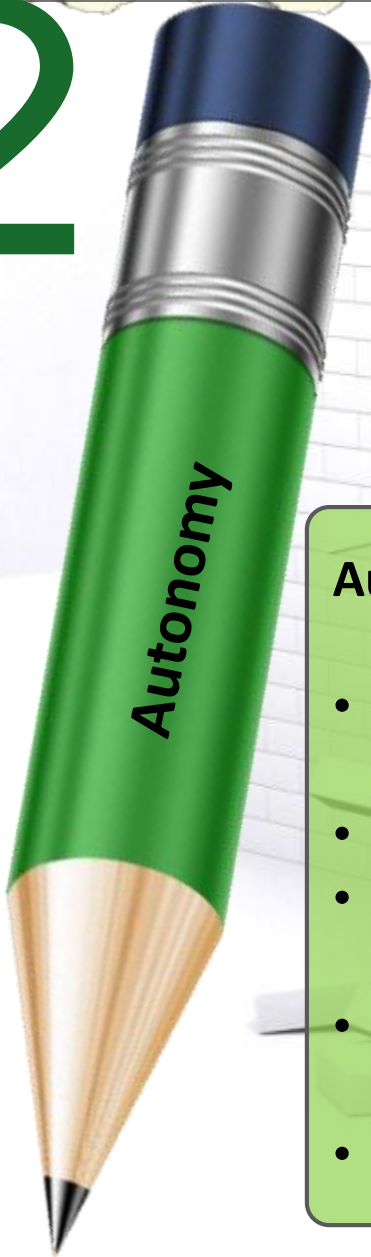


Competence:

- **‘Competence’ is the quality of being adequately or well qualified physically and intellectually. Self-efficacy is very important. It is a prerequisite for motivation but you need more.**

Autonomy

2

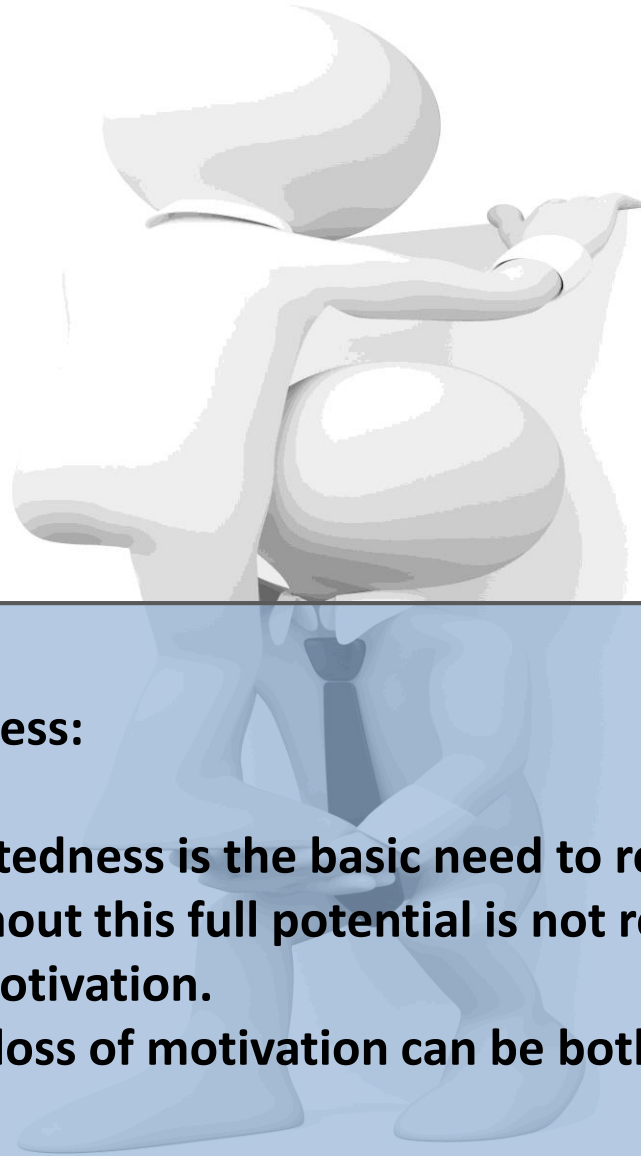


Autonomy:

- **Autonomy or independence is very important to be in control.**
- **It is a must have to achieve self-determination.**
- **Competence without autonomy makes you an “efficacious pawn”.**
- **When a person is confident he or she can do it but only does it for a reward.**
- **You remove the reward, he or she will not do it.**

Relatedness

3



Relatedness:

- **Relatedness is the basic need to relate to others.**
- **Without this full potential is not realized and can lead to loss of motivation.**
- **The loss of motivation can be both intrinsic or extrinsic.**

Importance of Will Power

Exercising your Will Power is important as it:

①

Encourages socially acceptable behavior

②

Promotes self-awareness

③

Increases responsibility

④

Enhances learning

⑤

Encourages a sense of personal control

⑥

Improves self-esteem

Importance of Will Power

Exercising your Will Power is important as it:

7

Enhances
inclusion

8

Enhances
independence
and
interdependence

9

Encourages
individuals to
create a vision

10

Enhances
quality of life

11

Promotes
self-advocacy

12

Develops
decision-making
skills

Methods to Boost Your Will Power

The following are a few ways in which you can boost your Will Power:

Take action to improve your self-image

Practice acts of kindness for others and feel good about yourself

Avoid comparison with others

Find a mentor

Set and work to accomplish achievable goals

Methods to Boost Your Will Power

The following are a few ways in which you can boost your Will Power:

Acknowledge compliments and feel good

Do not accept put downs by other people

Change your self-talk

Model the person you want to be

Try avoid being pessimistic or hanging around negative people

Role of Concentration in Learning

The human brain is one of the most complex and fascinating organ in the human body.

The human brain has evolved itself in such a way that it tends to focus its attention on important matters most.

Thus, when an individual is placed in a new or complex environment, such as training session or receives new information, the brain tends to filter out unnecessary information so that it can focus its attention only on the new and complex constituents of the complex environment.



Role of Concentration in Learning



In this way, the brain acts as a stress saver as it helps the individual to not get overwhelmed by the new and complex environment and also helps to manage the information overload.

Therefore, in a new environment a person would naturally focus his attention on different things to find what is interesting.

So, he would tend to notice the new people's faces, the new concepts, the smell and the feel of being in the new place.

Role of Concentration in Learning

However, the next time this same person is placed in the same environment again, he would not look at the environment with the same intensity and passion as he had done the first time.

This is because the second time he is placed in the same environment, the person's brain thinks that it knows the environment well.

So, the person's brain now tries to focus on other things, freeing up the processing resources for whatever else he needs to do with the brain.



Role of Concentration in Learning



This ‘filtering’ mechanism is greatly useful as it helps the individual to cope with a new and complex environment without getting overwhelmed by it and also once he gets used to the environment, he can then focus his attention on other more demanding details.

However, there is also a disadvantage of this ‘filtering’ mechanism. Once the brain gets used to a certain environment it becomes more and more laid back and relaxed.

Role of Concentration in Learning

So, a person in an old environment may fail to notice things that are obvious and right in front of him. His brain fails to process information as the person has lost his attention to details.

Therefore, it is crucial that in any environment, whether old or new, a person should make an effort to consciously concentrate and focus his attention back to the environment and not be slack.



Methods to Increase Concentration

There are various methods that a person can use to focus and increase his concentration and attention in any environment or situation such as follows:

- 1**
 - You can increase your concentration by carefully observing and watching advertisements on your television. The next time, the advertisement starts, try to recall and remember the storyline of the advertisement in advance before it plays. The next time try to recall finer details such as the characters, situation, environment etc. Then take your concentration skills to the next level and observe and try to recall the minute details such as the color of clothes, color of background scenes, people in the background but not the actual part of the advertisement etc.**

Methods to Increase Concentration

2

- **Make a conscious effort to carefully observe your environment every time you enter it. You can also practice to focus and be attentive by carefully looking at a poster or sign in your environment for the first time and then trying to remember what it said the second time without seeing it.**

- **One easy method of increasing your concentration is to carefully observe and notice the 'colors' in your environment. So, you should notice the colors of various objects and then try to recall the color by memory. So, you could notice the color of the desk, your colleague's dress, file cover, book cover, door, curtains, pen holder etc.**

3

Methods to Increase Concentration

4

- **Another method that you could use to increase your concentration is by observing two images that look similar but have subtle differences between them. You could find such images in newspapers, activity books, on the internet etc. Make a conscious effort to carefully observe and notice the differences. Time yourself and then keep a track of the speed of your observation and improvement in the speed.**

- **Make a list of various action items that you have to perform the next day. Have a look at the list for a few seconds. The next day try to recall all the items on the list. Once you enhance your concentration skills and are able to remember the new list for each day completely, concentrate on remembering the items on the list in the correct order of priority from top to down.**

5