

# Course

## SMM - Self-management in studies

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Version: 1 | Last Change: 04.09.2019 10:15 | Draft: 0 | Status: vom verantwortlichen Dozent freigegeben

### ^ General information

<b>Long name</b>	Self-management in studies
<b>Approving CModule</b>	<u>SMM BaMT</u>
<b>Responsible</b>	Prof. Dr. Stefan Grünvogel Professor Fakultät IME
<b>Level</b>	Bachelor
<b>Semester in the year</b>	winter semester
<b>Duration</b>	Semester
<b>Hours in self-study</b>	21
<b>ECTS</b>	1
<b>Professors</b>	Prof. Dr. Stefan Grünvogel Professor Fakultät IME
<b>Requirements</b>	none
<b>Language</b>	German, English if necessary
<b>Separate final exam</b>	Yes

### Final exam

#### Details

Written elaboration in the form of a portfolio

#### Minimum standard

A concrete plan for 2 courses will be submitted, which will be taken in the next semester.

- based on learning experiences with 2 elements from the learning coachings (time management, learning strategies, feedback),
- correctly arranged correctly in two levels of the KomM pyramid.

#### Exam Type

## ^ Lecture

### Learning goals

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#### Knowledge

Describing learning strategies  
Actively acquire knowledge / skills  
Support learning processes  
Coping with study situations  
Describing a learning task  
Present learning condition  
Explain learning strategy protocol

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#### Skills

Assessing learning behaviour yourself  
Determine your own learning behaviour with questionnaires or electronic applications

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Organise learning  
Preparing  
Participate  
reworking  
Repeat  
practice  
Prepare exam

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determine own competences  
assess skills  
prioritise

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reflect on your own development  
Reflected learning  
Update Portfolio  
Using the learning diary  
Use feedback

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organize your own time  
Divide time correctly and use it regularly  
gain time  
allow sufficient time  
Using idle times  
prioritise  
Working with schedules

long-term, short-term, medium-term planning

Time budget and schedule

Perform time analyses

with the help of time recordings

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Plan and prepare tasks independently

set goals

Create Schedule

Manage resources

## Expenditure classroom teaching

Type	Attendance (h/Wk.)
Lecture	0.5
Tutorial (voluntary)	0.5

## Separate exam

### Exam Type

undefined

### Details

Learning coaches introduce the students in small groups to learning strategies, methods of time management, feedback of their learning behaviour and the competence model and support them in creating their learning portfolio. This is built up successively over the semester, whereby several intermediate results with partial results must be submitted bindingly. The final delivery of the learning portfolio takes place at the end of the semester and is checked according to the levels presented.

### Minimum standard

Students formulate concrete plans for 2 subjects, which they will take in the next semester. They justify them with learning experiences on 2 elements of learning coaching (time management, learning strategies, feedback) and place them correctly in two levels of the KomM pyramid.