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| **Minor Award Name** | **Setting Learning Goals** |
| **Minor Award Code** | M2L13 |
| **Level** | 2 |

**Some suggested resources to support delivery:**

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| --- | --- | --- | --- | --- |
| **Theme/Topic** | **Type** | **Relevance** | **Author/Source** | **Web Link** |
| Creating a personal profile | WebsiteWebsite | This website covers the following topics;* Personal profiling
* Career profiling
* Personal statements

This website allows students to upload their CV and it will be reviewed and feedback given. This is a free service. The website will offer other services for students but these will incur a cost.On Irishjobs.ie the Career advice section provides lots of helpful tips and advice about writing personal statements and describing yourself and your achievements. The information is presented in a series of short articles written by human resource professionals.* How to write a short CV.
* The top 5 CV tips
* How to write a great personal profile on your CV
* How to apply personality to your CV.
* How to make your CV stand out from a crowd.
* Who should you ask for CV advice?

Colm Calvey and Gillian Knight have witten a series of short articles that include those identified below the Web link. These articles are useful as a starting point for discussion, a tool for reflection or as a student guide to creating a personal profile. | The Fuller CVCompanyColm Cavey Professional Career ConsultingGillian KnightKalaManagement Solutions | <http://www.thefullercv.com>[www.irishjobs.ie](http://www.irishjobs.ie) |
| Identifying yourlearning style Learning Styles Questionnaire | Website | **Covers the following topics;*** **Reflection on Learning**
* **Characteristics of Adult Learning**
* **Motivating factors in Adult Learning**
* **Learning Styles**
* **Implications for learning/teaching**
* **Practical tips for the classroom**

Online Learning Styles Questionnaire with option to print out PDF hard copyOnline learning styles questionnaire* Online test to identify your learning style with an option to print the results
 | University College DublinVARK learnWhat is your Learning Style? 20 Questions | <http://www.ucd.ie/adulted/>(tutor tab on the menu options)[www.VARK-learn.com](http://www.VARK-learn.com)[www.educationplanner.org](http://www.educationplanner.org) |
| Personal effectiveness | WebsiteBook | Online Personality Test- FreeThis is an online personality test based on Briggs Mayers 4- letter personality type code.Helps students find out what type of personality they have.Online Behavior Style Test- FreeHelps students identify if they are a leader, a supportive helper, creative and visionary, or focus on the task at hand?Using the DISC model the test classifies potential workplace behavior into four styles to help you to understand yourself and others.The 7 Habits of Highly Effective People Paperback – 4 Jan 2004In this book Stephen R. Covey presents a holistic, integrated, principle-centered approach for solving personal and professional problems. The author explores fairness, integrity, honesty and human dignity - principles that give us the security to adapt to change, and the wisdom and power to take advantage of the opportunities that change creates.The book provides material that can be used in discussion sessions prior to students identifying strengths, weaknesses, opportunities and strengths (SWOT) | OlarkThere are additional personality tests available on this site. They are all free.[S R Covey](http://www.amazon.co.uk/s/ref%3Ddp_byline_sr_book_1?ie=UTF8&text=Diana+Winstanle&search-alias=books-uk&field-author=Diana+Winstanle&sort=relevancerank)ISBN 978-0-7432-6816-5 |  [www.truity.com/**test**/type-finder-research-edition](http://www.truity.com/test/type-finder-research-edition)[www.Amazon.co.uk](http://www.Amazon.co.uk)T |
| Mindmapping | BookSoftware | Mind Maps for Kids**Covers the following topics;*** How to Mind map
* What to do with Mind maps

Tony Buzan’s web site provides a range of resources that can be used by both students and tutors. Mind mapping can be defined as visual thinking. This is a learning style where the learner better understands and retains information when ideas, words and concepts are associated with images. Visual learning helps students organize and analyze information, integrate new knowledge and think critically. Graphic Organizers, diagrams and outlines are just some strategies of visual learning available to tutors and students.Software (iMindmap8), Maps, Map training, Videos, blogs and information on memory and memory supports provide lots of material that can be used for the preparation and delivery of sessions on Mindmapping.The book gives detailed instructions on what the benefits of mind mapping are and how to produce a Mind map using arthitecture, colours and imagesThis software allows you to plan in Mind map, outline and linear format. There are academic templates that are used as curricular scaffolds and can be transferred to MS word as a document or MS Powerpoint as a presentation. There is a Mind map community of practice assessible when you purchase the software.There is a 30 day free trail available. | Tony BuzanISBN 978-0-00-715133-2 | [www.**tonybuzan**.com](http://www.tonybuzan.com)[www.Amazon.co.uk](http://www.Amazon.co.uk)[www.inspiration.com](http://www.inspiration.com) |
| Personal development planning | Website | **Covers the following topics;*** **What is a Personal Development Plan?**
* **Benefits of Personal Development Planning**
* **Where are you now?**
* **Where do you want to be?**

**This video explains what personal Development planning is and how it is relevant to students. It can be used at the beginning of a topic to introduce the concept of personal development planning .** | Open UniversityVideo |  <http://www2.open.ac.uk/students/careers/about-you/pdp> |
| Setting a learning goal | WebsiteWebsite | **This website covers the following topics;*** **Organisation**
* **Setting realistic goals**
* **Work and learning**
* **Lifeskills**

**Lots of ideas and guidance for both tutors and students on setting a learning goal. The website has a range of options listed on a menu. In addition to setting learning goals there is information on assertiveness, lifeskills and well-being, and work and learning. The material can be used to introduce a topic or develop a topic.**This software will assist you and your students to manage, set and achieve goals. You can see examples of personal goals and use these templates prior to buying the software. The templates are useful to illustrate setting a personal goal to a whole class or one on one setting. | **Jeff Durham****Life Coach** | [**www.lifecoachexpert.co.uk/prioritisinggoals.html**](http://www.lifecoachexpert.co.uk/prioritisinggoals.html)[www.goalsontrack.com](http://www.goalsontrack.com) |
| Monitoring learning progress | Book | **This book covers the following topics;*** Setting Learning Goals
* Goal difficulty
* Goal commitment
* Reviewing goals
* Degree of challenge
* Feedback

This book provides guidance for tutors who are developing session content and ideas for the production of templates for assessment and accreditation. | Designing & Teaching Learning Goals & Objectives: Classroom Strategies That Work May 2009[Robert J. Marzano](http://www.amazon.co.uk/s/ref%3Ddp_byline_sr_book_1?ie=UTF8&text=Robert+J.+Marzano&search-alias=books-uk&field-author=Robert+J.+Marzano&sort=relevancerank) **ISBN-10:** 0982259204 | [www.Amazon.co.uk](http://www.Amazon.co.uk) |
| Reviewing and evaluating learning and development | BookWebsite | **This book covers the following topics;*** Setting Learning Goals
* Goal difficulty
* Goal commitment
* Reviewing goals
* Degree of challenge
* Feedback

This website provides tutors with a range of development models and the rationsle for using these. It is a useful resource for developing evaluation templates for student use. | Designing & Teaching Learning Goals & Objectives: Classroom Strategies That Work May 2009[Robert J. Marzano](http://www.amazon.co.uk/s/ref%3Ddp_byline_sr_book_1?ie=UTF8&text=Robert+J.+Marzano&search-alias=books-uk&field-author=Robert+J.+Marzano&sort=relevancerank)**ISBN-10:** 0982259204 | [www.Amazon.co.uk](http://www.Amazon.co.uk)<http://etc.usf.edu/broward/mod3/module3.html> |

**Other Resources:**

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| **MOOCs (Massive Online Open Courses)** |
| Online courses delivered mainly by Universities and Colleges worldwide.Useful to search regularly for new courses and new start dates. Most courses are free. Charge often applies if assessment and certification is required.Provide excellent CPD for individuals or resources that can support teaching and learning. | What is a MOOC?<https://www.youtube.com/watch?v=eW3gMGqcZQc> Providers of MOOCse.g.https://www.mooc-list.com/  |