



# NAVIGATING TRANSITIONS

- ▶ Are you new to university study?
- ▶ Moving from college to university, or entering from school?
- ▶ Moving into postgraduate studies?
- ▶ Entering employment?

Students can experience a variety of 'transitions' during their learning, for example changing institutions, modes of study, levels of learning, or changing countries.



# NAVIGATING A PERIOD OF CHANGE

## Develop skills for coping with transition and change

The following skills have been identified as essential when it comes to navigating various types of transitions:

- ▶ **Self-belief**
- ▶ **Self-reflection**
- ▶ **Resilience**
- ▶ **Critical thinking**
- ▶ **Independent learning**
- ▶ **Management of expectations**

Student support services, lecturers and tutors will be able to help you identify resources, exercises and classes so that you can develop those skills.

This leaflet will also provide you with information on how you can develop some of these skills and where you can find further resources to assist your development.

Resources for all skills mentioned above are available at:  
[www.enhancementthemes.ac.uk/resources/toolkit/transition-skills-and-strategies](http://www.enhancementthemes.ac.uk/resources/toolkit/transition-skills-and-strategies)

## Manage your expectations and understand what is expected of you

Setting goals is important to help you set your expectations and aspirations during the learning process.

Ensure that you understand what is expected of you as a student within your course and at your institution. Set realistic and flexible goals to help you achieve those expectations.

- There is evidence that people who have clear goals help themselves to remain motivated in achieving them.
- The goals themselves are important but the experience that you can gain in setting and achieving goals can also help you to be successful in the future.

## Manage your time

- A full-time student is expected to study for 35–40 hours per week. Subtract the time that you spend in class meetings from this number to get an estimate of the total amount of time that you should study independently.
- A significant amount of time in higher education is allocated to self-study and independent learning.



**DEVELOP  
SKILLS**



**SEEK  
SUPPORT**



**SET  
GOALS**



**MANAGE  
TIME**

# STRATEGIES FOR MANAGING YOUR TIME

- ▶ Short study periods of 30 to 50 minutes can be very productive
- ▶ Don't confuse being busy with being effective
- ▶ Consolidate your learning by using good study skills for review and recall
- ▶ Create 'task' and 'to do' lists
- ▶ Revisit these lists to keep them dynamic
- ▶ Plan to complete ahead of deadlines to give yourself some time to review your work or to cope with unexpected problems
- ▶ Never underestimate the importance of leisure time
- ▶ Developing skills in dealing with urgent tasks can be very useful. After a deadline is met, always allow time for reflection on how you could have better managed achieving the task.

# Be reflective

## What is self-reflection?

Having a learning experience, such as attending a lecture, reading, watching a video or engaging in a conversation, and thinking about it afterwards results in us learning. When this is done with awareness and the intention of identifying areas for deeper learning, the process is known as reflection.

Allowing time to reflect on your learning can help develop your understanding of the subject area, and how you can progress your learning more successfully and explore the effectiveness of your learning techniques.

## Tips

- ▶ Keep a learning journal
- ▶ Keep a log of your learning experiences
- ▶ Reflect on what has gone well, what can be improved and what you can do differently

Some questions you can ask yourself during reflection

- ▶ What did you learn?
- ▶ How did you feel when you were learning?
- ▶ How can you apply the learning in the future?
- ▶ What are the barriers to learning?



## Seek more information

The Scottish Enhancement Themes website is full of resources that can help you understand transitions better and develop your skills.

### Toolkits and resource packages

As part of the Student Transitions Enhancement Theme, QAA Scotland commissioned two projects during the academic years 2014-15 and 2015-16 to examine transition skills and strategies that a student might develop and put to use during a transition or period of change.

Over 40 resources were developed covering six essential transition skills.

The resources have been grouped together for students and institutional staff members depending on their area of work:

**STUDENTS**

**STUDENT  
SUPPORT**

**INDUCTION**

**CURRICULUM  
DEVELOPMENT**

**STUDENTS'  
ASSOCIATIONS**

**TEACHING**

Download from: [www.enhancementthemes.ac.uk/resources/toolkit/transition-skills-and-strategies](http://www.enhancementthemes.ac.uk/resources/toolkit/transition-skills-and-strategies)

[www.enhancementthemes.ac.uk](http://www.enhancementthemes.ac.uk)

