



**Women's Initiative  
for New Growth and Skills  
Empowering Migrant Careers**

Project 2024-1-DE02-KA220-ADU-000247718



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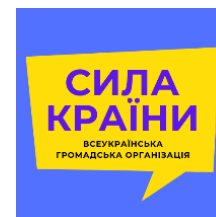
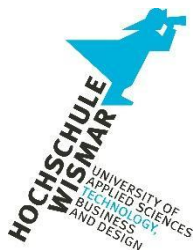
# **Comprehensive Integration Learning Program "Leap Forward: Women's Career Transformation" for Adult Women - Forced Migrants**

Lesson 3:

## **Learning to Learn**

**WINGS: Women's Initiative for New Growth and Skills - Empowering Migrant Careers**

**01/09/2024 - 31/08/2026**





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# 1. Session Overview

**Purpose.** To help participants understand how they learn best and how to make learning a natural and enjoyable part of everyday life.

## Learning Objectives

By the end of the session, you will be able to:

- ✓ Recognize your personal learning style and preferences.
- ✓ Apply simple and effective study techniques in daily life.
- ✓ Use digital learning tools and online platforms confidently.
- ✓ Plan your own learning path for reskilling and upskilling.
- ✓ Overcome barriers such as time limits, childcare, or low confidence.

# Challenges Ukrainian Migrant Women Face in Learning



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Learning as an adult – especially in a new country – is not easy. Women often face several challenges that make it harder to study or finish courses.

## Common Challenges

-  **Lack of time** – balancing learning with work, family care, and household duties
-  **Childcare responsibilities** – limited time for self-development
-  **Low digital skills** – fear of using computers or online platforms
-  **Language barriers** – understanding materials in another language
-  **Financial difficulties** – limited access to paid courses or equipment
-  **Low confidence** – thinking “I’m too old to learn” or “It’s too late to start”
-  **Cultural adjustment** – feeling isolated or unsure in a new environment

 You are *not alone*.

Every challenge can be overcome with **support, planning, and community**. Even small steps in learning make a big difference!

-  Which of these challenges feels most familiar to you?
-  Discuss in pairs or write one word that describes your main barrier.

# Motivation and Growth Mindset



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## What Is a Mindset?

Your **mindset** is how you *think* about your abilities and learning. It can **limit** you – or **empower** you to grow.

## Types of Mindset

Fixed Mindset	Growth Mindset
"I'm not good at this."	"I can learn how to do this."
"I always fail."	"Mistakes help me learn."
"I don't have time to study."	"I can find small moments to learn."
"I can't change my situation."	"I can take one step today."

## Why Motivation Matters

 Motivation keeps learning alive even when life feels busy or difficult. Small daily progress builds **confidence**, **hope**, and **energy**.

**Tip:** don't wait to feel ready – start small, stay curious, celebrate progress.

## 2. Discovering How You Learn



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# Main Learning Styles

## 1 Visual Learners – “I see it, I get it.”

Prefer **pictures, charts, colors, and videos**

Like to **visualize ideas** using mind maps or infographics

Example: watching a video tutorial or drawing a concept diagram

● *Try this:* Use color notes, slides, or visual summaries.

## 3 Reading/Writing Learners – “I learn when I read or write.”

Prefer **texts, notes, lists, and writing summaries**

Enjoy reading materials, writing reflections, and using online articles

Example: rewriting new words or key ideas in a notebook

● *Try this:* Take short written notes after every learning session.

## Main Learning Style

## 2 Auditory Learners – “I hear it, I remember it.”

Learn best through **listening, discussions, and podcasts**

Like explaining things aloud or learning through rhythm and sound

Example: recording notes and replaying them while walking

● *Try this:* Join study groups, listen to audiobooks or online lectures.

## 4 Kinesthetic Learners – “I learn by doing.”

Need to **move, touch, and practice**

Prefer real examples, hands-on tasks, and role plays

Example: trying new software or practicing skills immediately

● *Try this:* Combine movement and learning — practice, build, experiment.

🌸 *Most people are a mix of styles!*

Experiment and combine – the best way is **your way**.

# Quick Self-Check Activity: What's Your Learning Style?



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For each question, pick **A, B, C, or D**.  
Keep track of your answers – most of one letter =  
your preferred style!

- 1 When you learn something new, you prefer to...
- A. Watch a video or see a picture.
  - B. Listen to an explanation or podcast.
  - C. Read about it or take notes.
  - D. Try it yourself right away.
- 2 When you remember directions, you...
- A. See the map in your head.
  - B. Remember what someone said.
  - C. Read the street names.
  - D. Remember the turns as you move.

- 3 In a workshop, you enjoy...
- A. Slides or colorful visuals.
  - B. Group discussions and stories.
  - C. Handouts and written materials.
  - D. Games, demonstrations, and practice.
- 4 To relax and learn, you like...
- A. Watching tutorials on YouTube.
  - B. Listening to talks or interviews.
  - C. Reading articles or blogs.
  - D. Doing crafts, cooking, or experiments.




## Results

Mostly **A** → **Visual learner**

Mostly **B** → **Auditory learner**

Mostly **C** → **Reading/Writing learner**

Mostly **D** → **Kinesthetic learner**

-  Was your result what you expected?
-  How can you use this knowledge to make learning easier in daily life?
-  Share your ideas in chat.

# Adapting to Situations: Combining Learning Styles




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 You don't have just one learning style – you can **combine several** depending on the situation. The best learners are *flexible*: they use different methods when needed.

## Why Mix Learning Styles?

- Real life is **complex** – work, study, and family overlap.
- Combining styles makes learning **stronger and easier to remember**.
- Helps overcome barriers: tiredness, limited time, or language difficulty.

## Example 1 – Learning a Language

- **Visual:** watches videos with subtitles
  - **Auditory:** listens to podcasts
  - **Reading/Writing:** keeps a small vocabulary notebook
  - **Kinesthetic:** practices dialogues with friends while walking
- Mixing styles helps stay motivated and remember words faster.

## Example 2 – Preparing for a Job Interview

- **Reads** example questions (reading/writing)
  - **Practices aloud** with a friend (auditory)
  - **Records herself** and watches the video (visual)
  - **Acts out** answers standing up (kinesthetic)
- Feels confident and learns how to control stress.

# Real-Life Application: Balancing Learning and Family Life



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## Learning in Real Life

🌸 Many say: “I want to learn – but I have no time.”  
Learning doesn't always mean sitting at a desk.  
It can fit into your **daily rhythm** with creativity and planning.

## Case Story: Maria's Example

👤 *Maria*, a mother of two living in foreign country, wanted to learn digital design.

At first, she felt it was impossible with housework and childcare.  
She created a small routine:

**15 minutes a day** watching short lessons (visual)

**Audio practice** while cooking or walking (auditory)

**Writing notes** after kids went to bed (reading/writing)

**Trying designs on her phone** during free moments (kinesthetic)

→ After three months, she completed an online course and made her first freelance project!

## Tips for Everyday Learning

- ✅ Set **small, realistic goals** (10–15 minutes per day)
- ✅ Use **microlearning** – short videos or tasks
- ✅ Turn family time into learning time (e.g., language games with children)
- ✅ Ask for **help or shared time** from family members
- ✅ Celebrate **every small success**

💬 *What is one moment in your day when you could learn something new?*



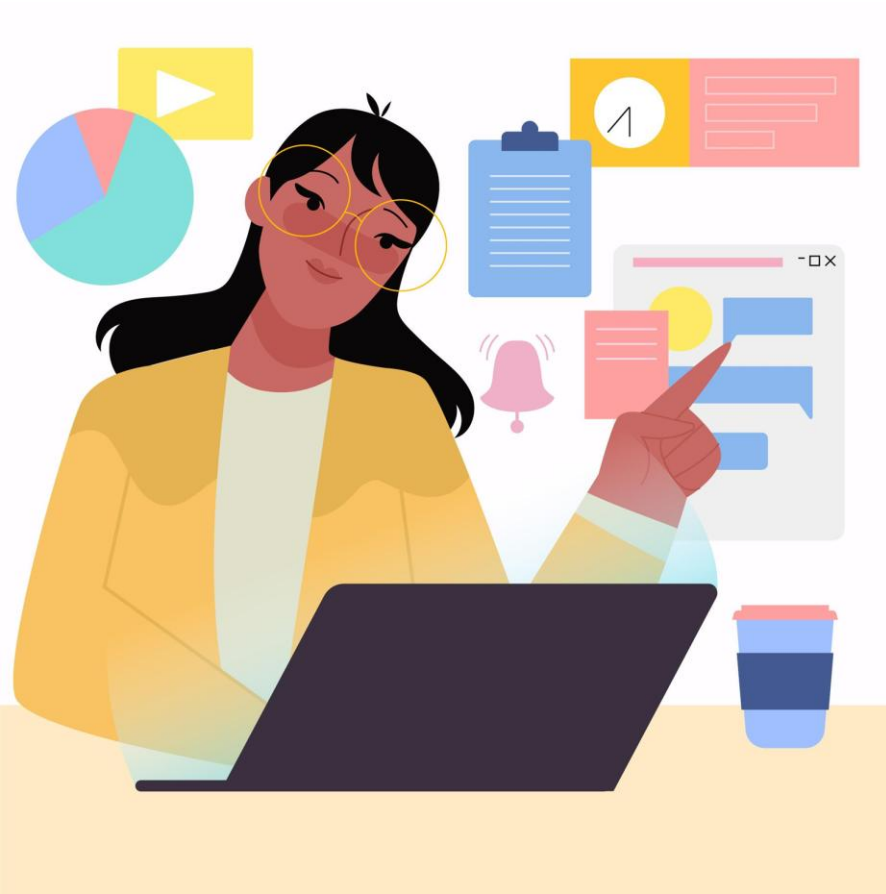
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# 3. Techniques for Effective Learning



# What Makes Learning Effective?



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Learning becomes **effective** when it's *active, meaningful, emotional, and connected to real life*. It's not about memorizing – it's about **understanding, using, and feeling** what you learn.

## Four Pillars of Effective Learning

 **1. Attention** – Focus on one thing at a time.


Try studying in short sessions (15–20 minutes) with short breaks.

 **2. Understanding** – Ask questions, find meaning.

Don't just copy – try to explain the idea in your own words.

 **3. Repetition & Practice** – The more you use knowledge, the stronger it stays.

Apply what you learn in daily life – even small examples count.

 **4. Emotion & Connection** – You remember what *matters* to you.

Link new knowledge to your goals, interests, or people you care about.

### Example

Learning a new language you can remember words faster when:

- repeat them daily (repetition),
- Use them in messages to friends (practice),
- Connect them to emotions or family life (emotion).

### Try This

 Ask yourself:

- Why am I learning this?
- How will it help me or my family?

When learning feels meaningful, your brain remembers better.



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# Study Techniques That Work

You don't need long hours to learn well – you need **smart, simple techniques** that fit your daily rhythm. Here are five that really help!

## 1 Pomodoro Technique – Learn in Small Steps

- Study for **25 minutes**, then take a **5-minute break**.
- After 4 “Pomodoros,” take a longer rest (15–30 min).
- 🕒 Helps you stay focused and avoid fatigue.
- 💡 *Tip:* Use a phone timer or free Pomodoro app.

## 2 Mind Mapping – See the Whole Picture

- Draw a **diagram** connecting ideas with lines and colors.
- Great for planning projects or remembering information.
- 🖋️ Helps visual learners organize thoughts creatively.
- 💡 *Tip:* Try free tools like MindMup or paper & colored pens.

## 3 Note-Taking & Summarizing

- Write short notes in your own words after reading or watching.
- Summaries help you **understand and remember**.
- 📄 Great for reading/writing learners.
- 💡 *Tip:* Use simple bullet points or highlight key ideas.

## 4 Spaced Repetition – Remember Longer

- Review new material **after 1 day, 3 days, 7 days**.
- Strengthens memory over time instead of cramming.
- 🕒 Effective for language or professional terms.
- 💡 *Tip:* Apps like Anki or Quizlet can help automate review.

## 5 Active Learning – Use It, Don't Just Read It

- Practice what you learn immediately:
  - Write an email in a new language
  - Create a CV after a career lesson
  - Apply a new tool at work
- 💬 Learning by doing makes knowledge real.



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# Managing Time and Energy

Learning success is not only about *how much time* you study – it's about **how you use your time and energy wisely**.

## 1 Learn to Prioritize

- Focus on what is **most important now** – not everything at once.
  - Ask: “*What one thing will move me closer to my goal today?*”
- Tip: Set small, clear goals – one lesson, one task, one new word.

## 3 Manage Your Energy, Not Just Time

- Notice when you feel most alert and focused – study then.
  - Take short breaks to move, breathe, or drink water.
  - Avoid multitasking – do one thing with full attention.
- 💙 Remember: *Rest is part of learning.*

## 2 Create a Realistic Routine

- Choose your **best time of day** to learn (morning, nap time, evening).
  - Plan short sessions: 15–30 minutes are enough.
  - Keep one **learning notebook or folder** to stay organized.
- 💡 Tip: Use weekly planning sheets or phone reminders.

## 4 Say “Yes” to Support

- Share your goals with family or friends – ask for help with chores or childcare.
  - Join a study buddy or women's learning group.
- 👥 Support makes learning sustainable and joyful.



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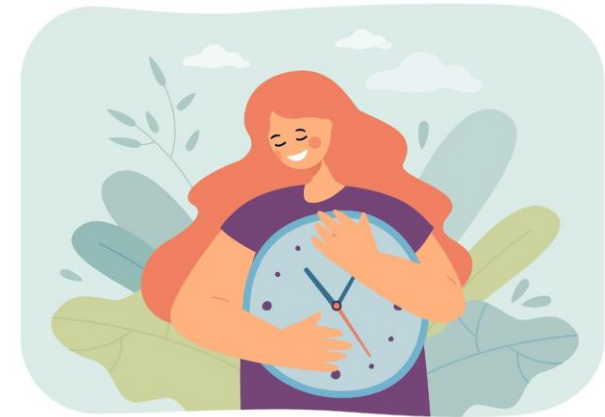
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# Managing Time and Energy

## Example: a Simple Weekly Plan

Day	Activity	Time
Monday	Watch 1 short video lesson	15 min
Wednesday	Review notes or practice	20 min
Friday	Apply what you learned	15 min
Sunday	Reflect or prepare next steps	10 min





# Learning in Daily Life

Learning doesn't only happen in classrooms.

🌸 It happens every day – *while cooking, walking, talking, working, or caring for family.*  
The secret is to **connect learning with real life.**

## 1 Use Microlearning

- Learn in **short, focused bursts** (5–15 minutes).
  - Watch one short video, read one article, learn one new word.
  - Small steps every day lead to big progress.
- 💡 *Tip:* Use waiting time – bus rides, lunch breaks, or evenings – for quick learning moments.

## 3 Create a “Learning Habit”

- Connect learning with something you already do (e.g., after morning coffee).
  - Celebrate small wins – one page read, one word learned, one idea understood.
  - Write achievements in a “learning diary.”
- 💬 *Example:* “I learned 3 new digital words this week – I'm growing!”

## 2 Turn Daily Activities into Learning

Everyday Activity	Learning Opportunity
Cooking	Listen to a podcast in another language
Walking	Repeat new vocabulary or reflect on ideas
Caring for children	Teach them what you're learning
Shopping	Practice numbers or phrases in the local language
Cleaning	Play short educational videos or audiobooks

## 4 Learn with Family

- 👨👩👧👦 Turn family time into shared learning time:
- Watch educational videos together.
  - Let children quiz you (they love it!).
  - Exchange skills – teach them, and let them teach you.

💬 *What's one thing you could learn this week using your daily routine?*  
Write it down and share one idea.

# Reflection Task: My Personal Learning Routine



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Design a **realistic and enjoyable learning plan** that fits your lifestyle, goals, and energy.

## Step 1: Reflect on Your Week

Ask yourself:

- When do I usually have **10–20 minutes** of quiet time?
- What activities make me feel **energized and focused**?
- What small topic or skill do I want to learn first?

*Example:* "I'm free after dinner when my kids go to bed."

## Step 3: Set a Simple Learning Goal

Use the SMART method (Simple, Measurable, Achievable, Relevant, Time-bound):

*Example:*

"I will learn 10 new words in English this week by practicing for 10 minutes a day."

## Step 2: Choose Your Learning Moment

Find your **best learning time** and connect it with a daily habit.

Habit	Learning Action
Morning coffee	Watch a short lesson or TED Talk
Lunch break	Review notes or vocabulary
Evening tea	Write reflections or practice exercises
Saturday morning	Do one full online module

*Tip:* Consistency is more important than duration.

## Step 4: Plan and Celebrate

- ✓ Mark learning sessions in your calendar.
- ✓ Share your goal with a friend or family member.
- ✓ Reward yourself for progress – even small wins count!

*Remember:* Every step forward is success.



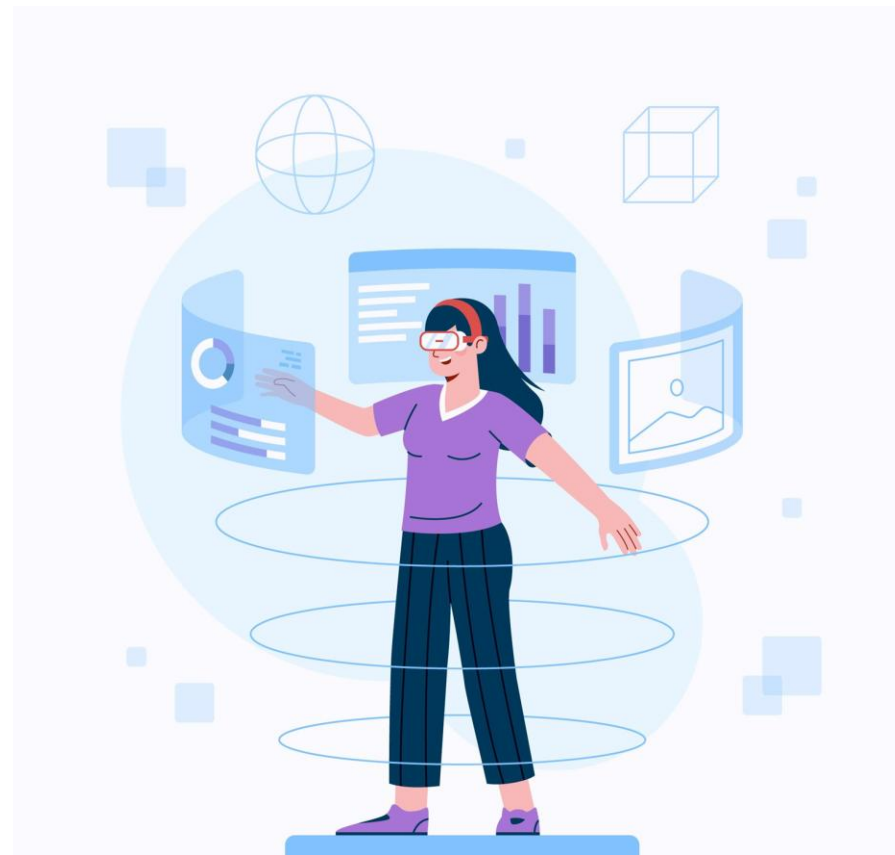
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# 4. Learning in the Digital World




# Digital Learning Tools Overview

 Digital learning opens the door to *new skills, new jobs, and new confidence*. You can learn **anytime, anywhere**, using a phone, tablet, or computer.






## What Is Digital Learning?

Learning that happens through **online platforms, apps, and digital resources**, such as:

- Online courses
- YouTube tutorials
- Mobile learning apps
- Webinars and virtual classrooms
- Social media learning communities

 *You are already a digital learner if you've ever watched a how-to video!*

## Examples of What You Can Learn Online

-  Professional skills – project management, design, digital marketing
-  Language skills – English, local languages
-  Career skills – CV writing, interview preparation
-  Technical skills – Microsoft Office, digital tools, entrepreneurship
-  Life skills – time management, communication, self-care



# EU and Global Learning Platforms



You don't need to go to university to keep learning.

🌟 *Free and high-quality learning platforms* let you gain new knowledge, certificates, and skills — even from home.

## 1 EU Academy (European Commission)

🎓 Official EU platform offering free online courses in many languages.

🌐 Topics: EU policies, sustainability, digital skills, communication, entrepreneurship.

📄 Certificates available after completion.

💡 *Great for understanding European values and job market needs.*

🔗 <https://academy.europa.eu>

## 3 LinkedIn Learning

👛 Professional training for digital and soft skills.

🎯 Topics: CV building, teamwork, Excel, digital marketing, project management.

💡 *Perfect for career reintegration and professional confidence.*

🔗 Free access in many libraries and career centers.

🔗 <https://www.linkedin.com/learning>

## 2 Coursera

🌱 Global platform with courses from universities worldwide.

🎯 Topics: business, IT, psychology, design, language learning, leadership.

💰 Most courses are free to audit (optional paid certificates).

💡 *Flexible and beginner-friendly.*

🔗 <https://www.coursera.org>

## Extra Tools

💬 **YouTube Learning** – Free lessons and tutorials

📱 **Duolingo** – Fun mobile app for learning languages

🌸 **EU Skills Profile Tool for Third Country Nationals** –

Helps migrants record and showcase skills

🔗 <https://ec.europa.eu/migrantskills>

# EU Platforms for Learning and Career Growth



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The **European Union** offers free, trustworthy digital platforms that help you **learn, find training opportunities, and plan your career path** – especially useful for newcomers and adult women restarting their professional life.

## 1 Your Europe Portal


 Information center for living, working, and studying in the EU.

- Explains **rights, residence, and job-seeking rules** in simple language.

 *Helps migrants understand how to work legally and access opportunities.*

 <https://europa.eu/youreurope>

## 3 EU Skills Profile Tool for Third-Country Nationals

 Designed for migrants, refugees, and newcomers.

- Helps you record **your previous education, experience, and skills**.


- Translates qualifications into EU-recognized terms.

- Can be used with mentors or employment counselors.

 *A great first step before job searching or retraining.*

 <https://ec.europa.eu/migrantskills>


## 2 Europass

 An online tool for creating professional documents and managing your skills.

- Create a **European CV and Cover Letter** in minutes.


- Store certificates and learning records safely online.

- Explore learning and job opportunities across Europe.

 *Ideal for women preparing to reenter the labor market.*

 <https://europa.eu/europass>

## 4 EPALE – Electronic Platform for Adult Learning in Europe

 A professional and community platform for adult educators and learners.

- Access free learning materials, blogs, and online events.

- Join discussions with trainers and NGOs across Europe.

 *Useful for educators, mentors, and women involved in teaching others.*

 <https://epale.ec.europa.eu>

# Europass: Your Record of Qualifications and Learning Outcomes




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 **Europass** is your *personal learning portfolio* – a safe digital space where you can **collect, organize, and present** all your learning achievements, certificates, and skills in one place. It helps others across Europe *understand and recognize* what you know and can do.

## 1 What You Can Store in Europass

Europass lets you record and manage:

-  **Qualifications** – diplomas, degrees, or training certificates
  -  **Short-course certificates** – from EU Academy, Coursera, FutureLearn, etc.
  -  **Learning outcomes** – what you actually learned or can do (e.g., teamwork, Excel skills, digital literacy)
  -  **Language skills** – levels of speaking, writing, and understanding
  -  **Professional experience** – paid or volunteer work, internships
  -  **Soft skills** – communication, problem-solving, creativity, empathy
-  *Both formal and informal learning count — everything you learn has value.*

## 2 Why It's Important

-  Keeps your learning organized and visible
  -  Helps employers or mentors recognize your real competences
  -  Supports your job or training applications across EU countries
  -  Shows your *lifelong learning journey* clearly and professionally
- “Your learning story deserves to be seen — and Europass helps you tell it.”

# Europass: Your Record of Qualifications and Learning Outcomes



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## 3 Example: Using Europass as a Learning Record

 Example – Lina from Ukraine:

- Uploads her **university diploma** and **CILP certificate**
- Adds outcomes like “*time management,*” “*digital tools for learning,*” “*resilience*”
- Lists completed **EU Academy courses**
- Updates language levels (English B2, German A2)

 Her Europass profile now presents a **complete picture** of her competences and readiness for new job opportunities.

## 4 How to Access

 Go to <https://europa.eu/europass>

Create a free account → upload certificates → describe what you learned.

You can update it anytime and share your learning portfolio with mentors or employers.





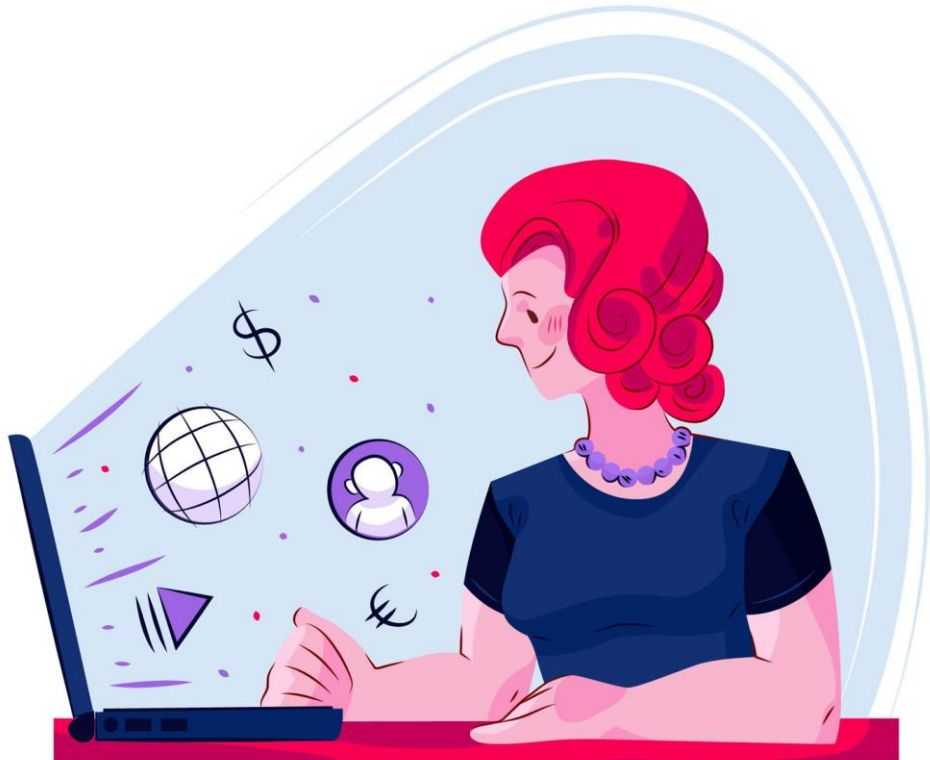
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# 5. Reskilling and Upskilling Pathways



# What Is Reskilling and Upskilling?



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 In today's fast-changing world, learning new skills isn't a luxury – it's a **path to confidence, independence, and career renewal.**


Reskilling and upskilling help you **adapt, grow, and open new opportunities** – no matter your age or background.

## 1 What Is Reskilling?


Learning **new skills** to start a **different type of work** or career. It means moving into a *new field or profession*.

### Examples:

- A teacher learns digital marketing to work online.
- A shop assistant studies caregiving to work in social services.
- A designer learns project management to join NGOs.

 *Reskilling = Reinventing yourself.*

## 2 What Is Upskilling?

 Improving or updating your **current skills** to perform your job better or get promoted.

### Examples:

- Learning Excel or AI tools to manage data.
- Improving English to communicate with international clients.
- Taking a short course on team leadership.

 *Upskilling = Growing where you already are.*

# EU Context: Lifelong Learning, Reskilling & Upskilling



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The **European Union (EU)** believes that everyone – regardless of age, background, or country – should have a **chance to keep learning, gain new skills, and find meaningful work.**

This principle is at the heart of the EU's **Lifelong Learning and Skills Agenda.**

## 1 EU Skills Agenda (2020–2027)


 A roadmap for helping people in Europe **learn, grow, and stay employable** in the fast-changing labor market.

It focuses on:

-  **Green transition** – skills for sustainability and environmental jobs
-  **Digital transition** – digital literacy, coding, online collaboration
-  **Social inclusion** – equal learning access for women, migrants, and vulnerable groups

 *Goal: 60% of adults in the EU involved in learning every year by 2030.*

## 2 Key Supporting Initiatives

- ♦ **Pact for Skills** – connects employers, education providers, and NGOs to create new training programs.
  - ♦ **Upskilling Pathways** – offers adults flexible learning routes, from basic skills to professional training.
  - ♦ **European Year of Skills (2023–2024)** – raises awareness that “learning is for everyone, everywhere.”
-  *The EU invests in people — helping each learner build confidence, competence, and community.*

## 3 Funding and Tools

 Funded by:

- **Erasmus+** – education and training for adults and youth
- **European Social Fund+ (ESF+)** – supports reskilling, inclusion, and job readiness
- **Digital Europe Programme** – promotes digital transformation and literacy

 Supported by:

- **EU Academy, Europass, EPALÉ, and EU Skills Profile Tool**



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# 6. Overcoming Barriers and Building Confidence










# Typical Emotional Barriers

 Learning is not only about the mind – it's also about the **heart**. Many women face *emotional barriers* that make it harder to study or believe in their own potential. Recognizing them is the **first step** toward overcoming them.

## Common Emotional Barriers

Barrier	How It Feels	Encouraging Thought
 <b>Fear of failure</b>	"I might make mistakes and look silly."	Mistakes are part of learning – every expert was once a beginner.
 <b>Low self-esteem</b>	"I'm not smart enough."	You are capable – you've already learned so much in life.
 <b>Self-doubt</b>	"Others learn faster than me."	Everyone learns differently; your journey is unique.
 <b>Impatience</b>	"I want results right away."	Progress takes time – small steps count.
 <b>Isolation</b>	"I feel alone in this new country."	You're not alone – learning can connect you with others.

# Strategies to Overcome Barriers



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Empowering Migrant Careers

Project 2024-1-DE02-KA220-ADU-000247718

 You can't always remove every obstacle, but you can learn how to rise above it. Courage, planning, and self-compassion turn barriers into bridges for growth.

## 1 Change How You Talk to Yourself

 Replace negative thoughts with positive, realistic ones:



Old Thought	New, Supportive Thought
"I can't do this."	"I'm learning — and I'm improving every day."
"I failed."	"I found one more way that doesn't work yet."
"I'm too old to learn."	"Learning keeps me young and strong."
"It's too late to start."	"Today is the best time to begin."

## 2 Take Small, Consistent Steps

- Focus on **one small goal** at a time.
- 10 minutes of study daily builds habits better than 2 hours once a month.
- Reward yourself for *showing up*, not just for success.

 *Progress, not perfection.*

## 3 Create a Support System

-  Learning is easier with others:
- Study with a friend or peer online.
  - Ask mentors for feedback and encouragement.
  - Join local or online women's learning groups.
-  "When women support each other, incredible things happen."

# Strategies to Overcome Barriers



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## 4 Practice Self-Care

- 🌿 Take care of your body and mind:
- Rest when tired; short breaks boost focus.
- Spend time outdoors, stretch, or breathe deeply.
- Recognize your achievements — even small ones.

💡 *You can't pour from an empty cup.*

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- 💬 “When women support each other, incredible things happen.”

## 5 Celebrate Learning, Not Just Results

- Write a “success journal” — record one thing you learned each week.
- Share your wins in the group — your story may inspire others.
- Remember: *Learning itself is victory.*

# Support Networks: Learning Together



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## 1 What Is a Support Network?

A **support network** is a group of people who help you learn, stay positive, and reach your goals.

It can include:

- 👥 Friends or family who encourage you
- 🧑🏫 Mentors who guide you and give feedback
- 🎓 Study partners or online learners
- 🌱 NGOs, community centers, or women's groups
- 🌐 Online learning communities (EPALE, Facebook groups, WhatsApp chats)

💡 *You don't have to do it all yourself – connection gives strength.*

## 2 Why Support Matters

✨ Motivation – people remind you *why* you started

✨ Confidence – others believe in you when you doubt yourself

✨ Ideas – you learn new strategies from peers

✨ Belonging – you feel part of a positive, inspiring community

“When you walk alone, you go fast. When you walk together, you go far.”

## 3 How to Build Your Own Network

✓ **Reach out:** Tell others what you're learning – invite them to join.

✓ **Ask for help:** Mentors and teachers *want* to support you.

✓ **Give back:** Share your knowledge – teaching strengthens your confidence.

✓ **Join local or online groups:** Libraries, NGOs, or Erasmus+ networks often offer free meetups.

💡 *Helping others learn is also a powerful way to keep learning yourself.*



# Learning Action Plan

 A plan turns a dream into action.

Your **Learning Action Plan** helps you stay focused, organized, and motivated – even after the course ends.

## 1 Purpose of the Plan

To create a **clear, simple roadmap** for your learning journey:


- What you want to learn
- Why it matters
- How and when you will do it

 *Planning gives direction — and makes learning part of life.*

## 2 Step 1: Define Your Learning Goal

 Ask yourself:

- What skill or topic do I want to learn next?
- How will it help me in my career or daily life?

 *Example: “I want to improve my English to feel confident in job interviews.”*

## 3 Step 2: Break It into Small Steps

Make your goal **SMART** (Simple, Measurable, Achievable, Relevant, Time-bound).

Step	Action	Deadline
1	Register for an English course on Coursera	10 March
2	Study 15 minutes every evening	Weekly
3	Practice speaking with a friend	Every Saturday
4	Complete final test and download certificate	30 April



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# Learning Action Plan

## 4 Step 3: Plan for Motivation

- 🌟 Reward yourself when you complete a step (tea break, small gift, smile).
- 🌟 Tell your mentor or friend about your plan – they can remind and encourage you.
- 🌟 Post your progress – celebrate learning publicly if you like!  
*Sharing goals creates accountability and pride.*

## 5 Step 4: Review and Adjust

- 📅 Check your plan every week:
  - What worked well?
  - What was hard?
  - What will I change next week?
- 💬 *Learning plans are flexible – life changes, and so can your plan.*

## Reflection Task

- 💬 Write down one sentence in your notebook:  
“This month, I will learn \_\_\_\_\_ because it will help me \_\_\_\_\_.”
- 👉 Keep it where you can see it every day.

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