

Plan Your Project

Online course learning objectives

This course guides learners through the planning and development of an academic project. It supports the early preparation of a project and gives direction and advice during every stage, from developing a project idea through to the finalization of the project. It also provides tips on how to avoid procrastination and suggests resources and tools to plan effectively.

This course will help learners to:

- Understand what is needed to plan a project and map out and start to organize the development of their project.
- Identify accessible resources and digital tools that can support project planning.
- Identify how procrastination is manifested and develop strategies to avoid common pitfalls of procrastination, applying tactics to maintain focus.
- Identify areas where support is most needed when planning a project and develop an action plan for getting support.
- Understand the role of the supervisor and how to utilize the different help they offer.
- Recognize the main stages of your research journey.
- Map out and start to organize the development of your research project.

Language: English

Time to complete: 5 hours

Instructor: Kelly Trivedy

Level: Beginner

Online course full syllabus

MODULE ONE: BEFORE YOU BEGIN YOUR PROJECT:

Set clear, realistic objectives to steer you towards your project aims, avoiding pitfalls you may encounter on your way.

Topics:

1. How Do I Get Started with Planning My Project?
2. Why is Planning Important?
3. What is Research Project Planning?
4. What Kind of Planner Am I?

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MODULE TWO: WHAT DOES A GOOD RESEARCH PROJECT PLAN LOOK LIKE?

Develop a research road map to reflect the time you plan to spend, both actively and reflectively, with your research.

Topics:

1. The Research Road Map
2. The Research Journey Mapped Out
3. Planning Key Parts of Your Research Project

MODULE THREE: HOW DO I AVOID PROCRASTINATION?

This module will offer some suggestions on how to overcome procrastination. Having clear strategies in place that work for you is key to planning a successful project.

Topics:

1. When Do I Procrastinate?
2. How Can I Confront My Procrastination Habits?
3. How Do I Break the Cycle?
4. What Strategies Can I Adopt to Minimize Procrastination?

MODULE FOUR: WHAT TOOLS AND RESOURCES CAN HELP MY PLANNING?

Planning a large, academic project can be a little daunting. There are, however, so many different tools and resources out there that you can take advantage of.

Topics:

1. Digital Practice Made Simple
2. What Are Digital Tools?
3. Which Tools Do I Select?
4. Be Open to Wider Resources

MODULE FIVE: WHO CAN SUPPORT ME TO BRING MY PLAN TOGETHER?

Reach out within your academic and social communities and look beyond tutors to obtain feedback.

Topics:

1. Feedback Is Valuable
2. Who Do I Call On?
3. How Can My Supervisor Help?
4. Your Academic Peers

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MODULE SIX: HOW DO I STAY ON TRACK?

Set targets for successful action planning mapping out the days and months effectively.

Topics:

1. Keep the Momentum Going
2. How Do I Map Each Month?
3. How Do I Break Each Month Down?
4. Reflect and Act
5. Checkpoint