



Prifysgol Cymru
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Essential Skills

Level 6 Week 2 Study Planning

Trawsnewid Addysg; Trawsnewid Bywydau
Transforming Education; Transforming Lives



www.uwtsd.ac.uk

Session Objectives

During this session you will:

- Identify the main stages of a final year project/dissertation.
- Create an initial action plan for beginning their project.
- Develop an understanding of the Pomodoro technique for focused working.
- Make plans of studying using the Pomodoro technique.

Session Schedule

- Discussion about the stages of a final year project– 30 Mins
- Personal Project Mapping – 30 mins
- Break – 10 mins
- Using the Pomodoro technique for focus – 25 mins
- Setting SMART goals - 25 mins
- Reflection – 10 mins

Final year projects and dissertations

One word check-in

"What is the first word you think of when you hear the word dissertation or project?"

Write your ideas on paper or shout out to make a list together.

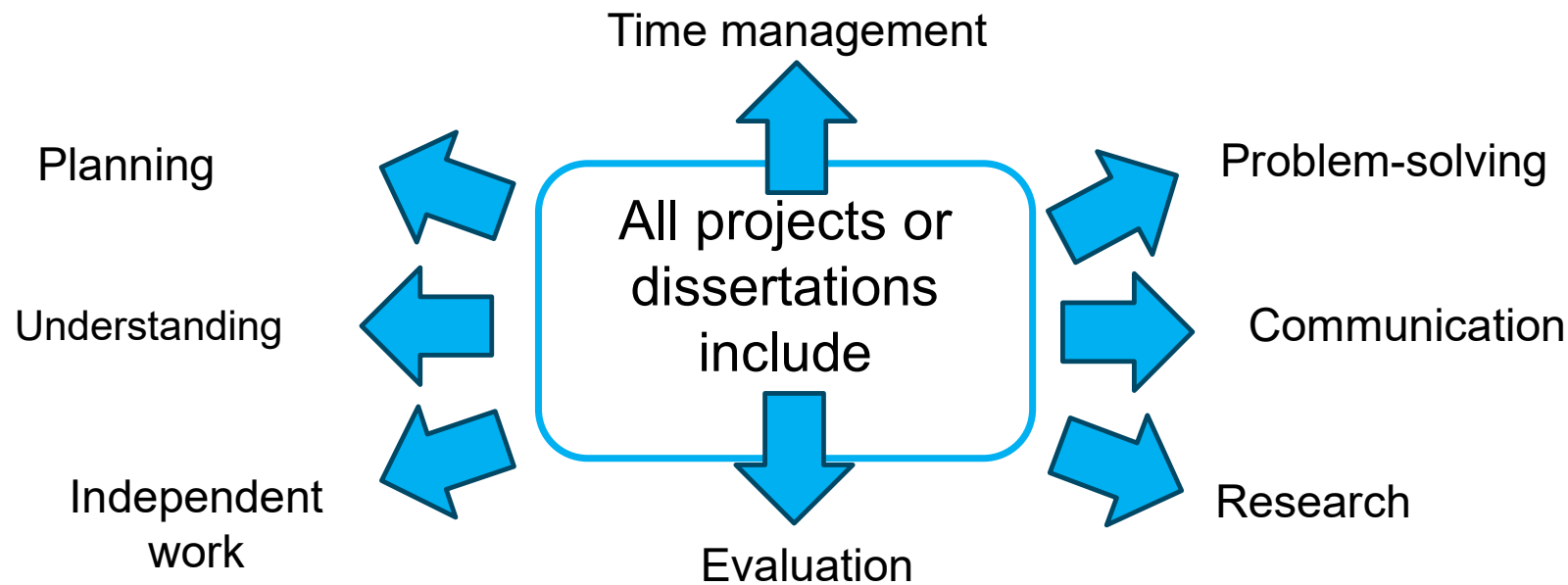
What Counts as a Final Project?

What types of final projects exist across your courses?

- dissertations,
- business plans,
- consultancy projects,
- software development,
- health interventions,
- research projects,
- app creation

Do the different types of assessment have similarities?

Your project type may differ, but your project journey is surprisingly similar.



Project Stages – Challenge!

Narrowing the focus

Background research

Writing/ presenting

Deciding methods/ approach

Choosing a topic/problem

Ethics/ feasibility checks

Carrying out the work

Planning the project

Testing/ evaluating/ analyzing

Editing/ improving

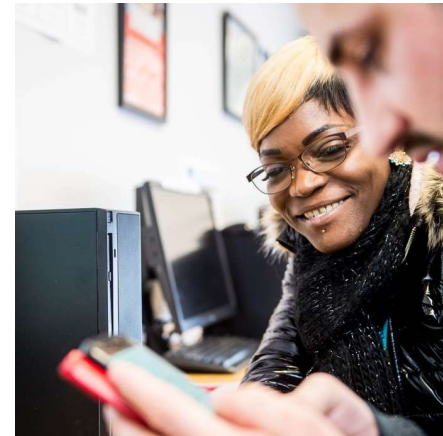
Submission & reflection

Working in pairs, put these 11 stages into the correct order.



Points to remember

- Successful projects are usually built through consistent progress, not last-minute effort.
- Projects are rarely linear
- Planning early reduces stress later,
- Most students struggle because they delay early stages.



Personal Project Mapping

My Project Journey Worksheet

- Where are you on your final year journey? Just starting or almost finished?
- In Moodle, locate the 'My Project Journey' worksheet and complete.

1. What type of project will I complete?

2. Which stage am I currently at?

- ☐ Choosing topic
- ☐ Narrowing focus
- ☐ Research
- ☐ Planning
- ☐ Method selection
- ☐ Development/work stage
- ☐ Analysis/testing
- ☐ Writing up
- ☐ Editing/finalising

Pomodoro Technique Guidance

PLANNING YOUR TIME

What is the Pomodoro Technique?

The Pomodoro Technique is a simple time-management method designed to improve focus and reduce procrastination.

It works by breaking study into:

- short focused work periods,
- followed by regular breaks.

This helps students:

- avoid burnout,
- stay motivated,
- make large tasks feel manageable.

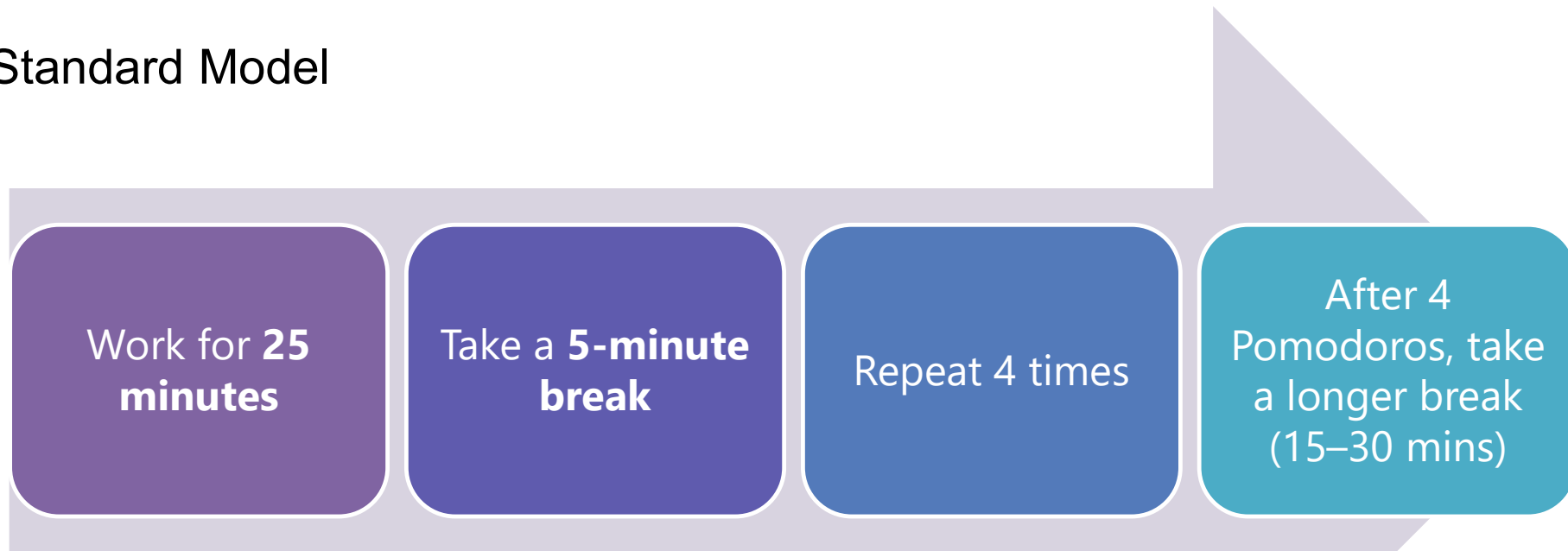


WHAT IS POMODORO TECHNIQUE



Basic Pomodoro Structure

Standard Model



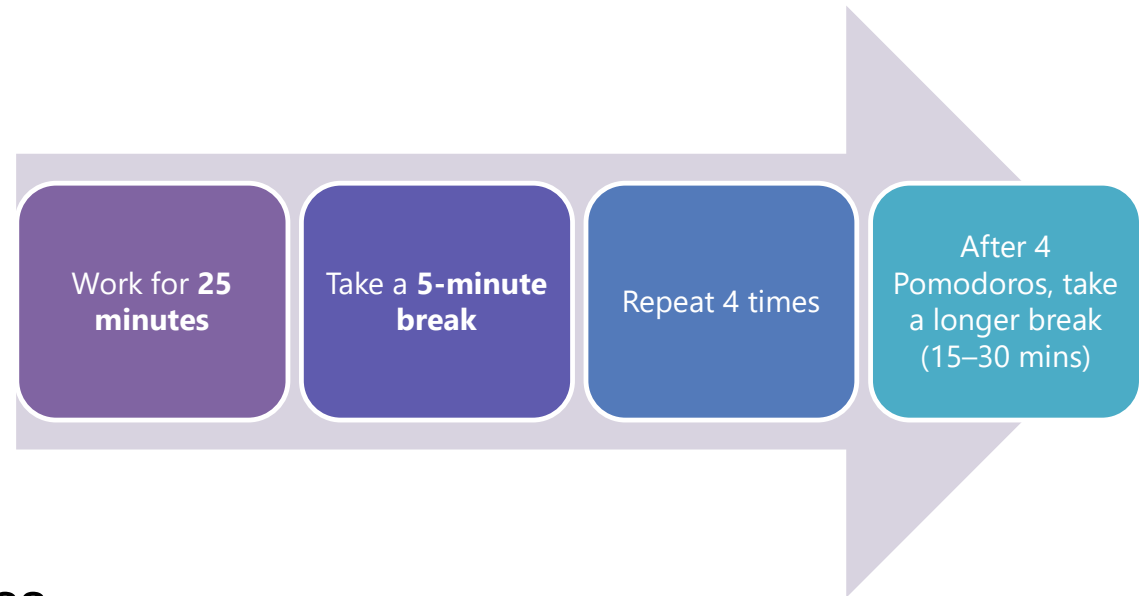
Why It Works for Dissertation and Project Preparation

Final year work can feel:

- overwhelming,
- unstructured,
- difficult to start.

Pomodoro helps by:

- reducing procrastination,
- encouraging consistent progress,
- improving concentration,
- creating manageable study sessions.



Useful Dissertation Tasks for Pomodoro Sessions

<u>Task</u>	<u>Suggested Pomodoro Length</u>
Reading journal articles	25 mins
Annotating sources	25 mins
Writing literature review	45 mins
Data analysis	45 mins
Planning dissertation or project sections	25 mins
Referencing/editing	25 mins

Reflect and set targets.

Complete the
Pomodoro
Planner Activity –
available on
Moodle

Dissertation or Project Pomodoro Planner

Part 1 — My Study Habits

When do I focus best?

- ☐ Morning
- ☐ Afternoon
- ☐ Evening

Biggest distractions:

My most productive study environment:

Your Personal Progress Padlet

There is no assessment attached to your Essential Skills sessions. However, you should maintain your personal progress Padlet.

After each week, add to your personal progress Padlet.

What should you include in a personal progress Padlet ?

Include:

- What you have done in your session.
- What key points have you learned.
- How you intend to apply learnings to your module assessments and onward professional development.

Traffic Light *it*



	<i>Where is your learning at?</i>
Red	I have misunderstood some of the topics. (write down 2 questions that you need help with)
Amber	I have understood most of the topics so far (write down 1 question and 1 key theme you have understood)
Green	I have understood the topics so far (write down 2 key themes from the session to show your understanding)