

## Lecture 4 Summary

# How to learn faster and remember more

Learning is an investment in yourself, and no other task that you could prioritize over it will pay as many dividends in the future. Decide **how and where** you're going to learn.

Set a learning slot in your calendar and do it, for instance from 19:00 to 20:00. **Learn every day** – it's a daily exercise. If you have a spare 20 minutes, use them well: read a book or watch a lecture. Choose a specific spot to do the learning, this will help you enter the right frame of mind. **Always learn in the same spot** so your brain will understand when it's time to learn. This will help you form a habit.

**Repeat everything you learned** and note it down in your knowledge base. Check your knowledge base regularly, re-evaluate and filter ideas that you can use right now. One of your learning slots should be used to **reflect, repeat, reassess, and practice**. Do this at least twice a week.

To better understand the materials you learned, **explain them to others**. To teach others, not only will you need to remember what happens and how, but also why it happens, which adds another layer of understanding on a given topic. You can write an article or a blog post about the topic, which also helps.

To speed up the learning process and avoid losing direction, **use trackers**. This could be a piece of paper or a spreadsheet where you will color in the days you completed your learning objectives.

To make the learning process even more productive, **set up challenges with friends**. Set a target – read 15 books in 3 months. The person who fails to complete the challenge will have to do something for the other participants. If you are working in a group, you will simultaneously support and motivate each other, because nobody will want to lose.

It makes sense not only to increase the effectiveness of your learning process, but also to combat things that could hinder it, also known as learning traps.

### 4 learning traps:

**Authority trap.** When someone has a lot of authority in a given field, you want to believe everything they say. Verify the facts, check for alternative opinions, ask other experts, and find the truth.

**Confirmation bias.** If you inherently believe in some idea, you will only try to find sources that confirm it and avoid contrary views. Be more tolerant and open of alternative points of view.

**Dunning-Kruger effect.** People with a low level of qualification often don't realize their own incompetence, making errors and reaching incorrect conclusions. Don't assume you know everything already.

**Luchins effect** (or Einstellung effect). This effect is also known as the "barrier of past experience". This prevents you from applying new skills or finding more optimal ways of solving a task because you already pictured a certain action plan in your head.