

Figure 5.1: Sample Learning Progression for Procedural Knowledge—Bolstering Self-Efficacy

Procedural Knowledge: <i>Bolstering Self-Efficacy</i>		
	Criteria	Learning Plan
Acquisition	<p>List the steps or describe the process.</p> <p>Explain when to use the process.</p> <p>Explain why to use the process.</p>	<p>What are the steps involved in performing this process?</p> <ol style="list-style-type: none"> 1. Recognize when you think you can't do something. 2. Decide if you want to do the thing you think you can't do. If you want to do it, set a goal to do it. 3. Find other people who have already accomplished the goal and ask them how they did it. 4. Create a series of small tasks you think you can do that will get you to your goal. 5. Do each small task. After you succeed at it, celebrate your success with positive self-talk and with others. 6. Make adjustments when you need to. If you make a mistake, correct it. 7. When you achieve your goal, celebrate! <p>Is the order of the steps important?</p> <p>Generally, yes. But you will likely need to cycle through steps 5 and 6 several times before you achieve your goal.</p> <p>When is it appropriate to use this process?</p> <p>When facing difficult tasks or after a setback or failure</p> <p>When learning new information or skills</p> <p>Before high-stakes situations (like exams or presentations)</p> <p>During times of transition or change</p> <p>Why is it advantageous to use this process?</p> <p>High self-efficacy increases motivation, persistence, and performance.</p> <p>High self-efficacy reduces stress and anxiety.</p>
Shaping	<p>Perform the process without errors.</p>	<p>What are common errors made when performing this process?</p> <p>Focusing too much on past failures or the failures of others</p> <p>Pursuing goals that you don't really want or need to achieve</p> <p>Ignoring small victories or forgetting to use positive self-talk</p> <p>Comparing yourself to others rather than using your internal standards for success</p> <p>How can errors be avoided when performing this process?</p> <p>Seek positive and constructive feedback from trusted people.</p> <p>Adopt an attitude of curiosity and aim for personal growth rather than comparisons to others.</p> <p>Prioritize your well-being by getting enough sleep, exercising, and eating healthy food.</p>
Internalizing	<p>Perform the process at the appropriate rate.</p>	<p>Do I need to learn this process to automaticity, or is controlled processing enough?</p> <p>Automaticity</p>
Utilization	<p>Complete a complex task using this knowledge.</p>	<p>How would this knowledge be used in the real world or in a grown-up job?</p> <p>I am the manager of a team at work. I need to make a plan so that we can meet a big goal that seems daunting.</p>