

Toolkit 1 - Learning Unit 2

Post-Intervention

Activity 1- Observation



Training

1. Observation

Improve your observation skills by slowing down your pace of processing information and training yourself to pay closer attention to your surroundings. You might practice mindfulness techniques, journaling or active listening during and outside of work to thoroughly examine what you're hearing or seeing. Then, consider if you notice trends in behavior, transactions or data that might be helpful for your team to address.

Follow these eight steps and you won't miss a thing:

1. Know your subject. ...
2. Slow down and look outwards. ...
3. Try something new. ...
4. Improve your concentration by cutting out distractions. ...
5. Challenge yourself to a mental workout. ...
6. Test your observation by playing a memory game. ...
7. Record and consider your observations. ...
8. Stay inquisitive!





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Stop to observe everything around you. Take a few moments every day, and just pause. Sweep your gaze over your field of vision. Try to notice as many details as possible. This will train you to pay more attention to your surroundings.

- Pay attention to the people, objects, animals, plants, and buildings around you.
- Try doing this in a different place every day. Start at home, then try it at an office, park, mall, grocery store, or a local landmark.

Pay attention to small details. Often, people only notice the large objects that surround them. As you go throughout your day, try to look for the smaller details that might surround buildings, landmarks, and large spaces.

- For example, you might be at a store. What does the sign say? Is there anything on the windows? How many carts are lined up outside?
- If you're walking through a neighborhood, you might study the different mailboxes, lawn ornaments, plants, or toys out in the yard.

Stay in the present moment. It is easy to become distracted by electronics, intrusive thoughts, or noisy environments, but these can make you less observant. Rather than tune out your surroundings, try to focus on where you are in the moment.^[2]

- Instead of listening to music on your commute, describe your surroundings. On the bus, you might notice that there are five people on it, that the bus is making a rumbling noise, and that there is a musty smell.
- When you take a walk, listen to the sounds of nature, such as birds singing or the wind rustling through the trees. Think about how the sun feels on your skin or how brightly colored the flowers are.

Source: www.mindtools.com,

<https://www.psychologytoday.com/blog/how-be-brilliant/201207/sharpen-your-powers-observation>

www.wikihow.com



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