

Reflective report

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1. Introduction :

In this assignment, I will talk about reflection, and why it is important to use the reflection Gibbs cycle of reflection (1988) in the reflective process.

I will look in more depth at the means of reflection in the Gibbs cycle to improve my learning and what I could have done better. That's why I chose these three topics we studied in this module, to improve my academic performance. There are these topics, note-taking skills, paraphrasing skills, and summarising skills because I believe it is most important for my academic skills. I will start to talk about note-taking first then, paraphrasing, and finally my summarising skills.

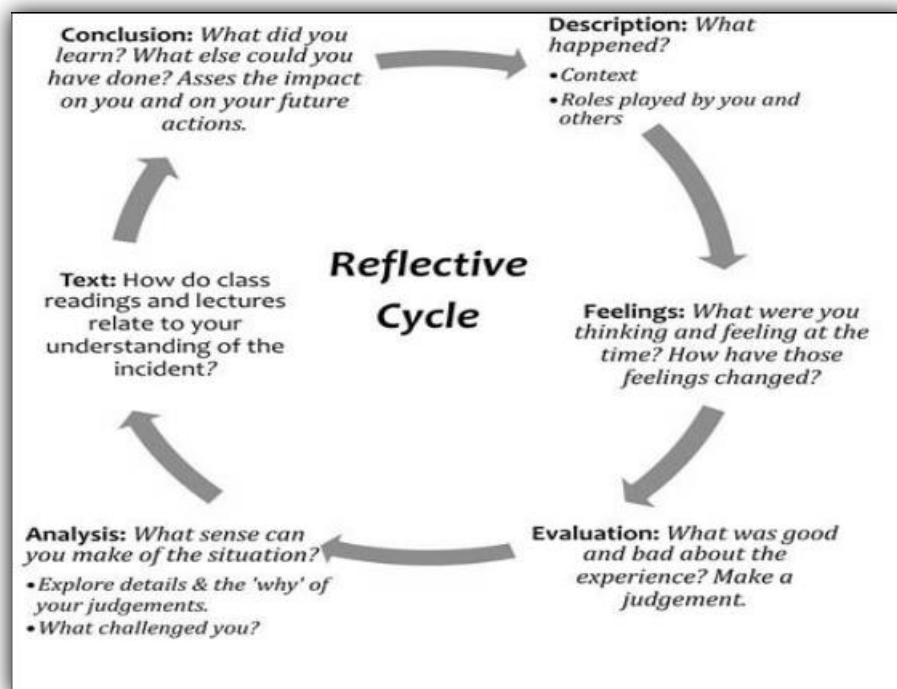
2. Gibbs (1988) Model of Reflection

3. Gibbs' Reflective Cycle was created by Graham Gibbs in 1988. (Gibbs G 1988).

What is Gibb's reflective cycle?

It is a tool to structure learning from experiences and plan from ideas that worked well or didn't go well. It covers 6 stages:

➤ THE STAGES



Model of reflection

- Field Notes
- Research Instruments
- Research Procedures
- Data Analysis
- Triangulation
- Findings

About all this reflection of the model mentioned above, I decided to talk about field notes and data analysis because they are more important to me.

Field notes were used to produce meaning and understanding of the situation such as feelings, behaviours, activities, events, and other characteristics of the environment. (Creswell, 2013).

Data analysis involves transcribing information with reading, in a data set, to search for themes and subthemes, the definition and nomenclature of the analysis, as proposed. Braun and Clarke (2013).

I chose Gibb's reflective cycle because I can talk about my experience as a student wisely.

Reflective writing has become an essential tool to help collect information and analyse everything that happened. Reflective writing has now become a popular contribution to educational development, facilitating self-reflection. (Shandomo, 2010)

Description:

I stopped studying eight years ago because I was working adequately and had little time to study, now I looked at myself and decided to go back to study again. To improve myself, have more knowledge, learn better English, and get more involved with the work market to have a better opportunity in my workplace. This opportunity is significant to challenge myself to be a better person. In a lesson, I didn't know the best way to collect the information I was being taught. This was stressful and frustrating because I wanted to learn but struggled with taking notes that I could use. I wrote lines of text but I didn't know how to organize them. I was introduced to the reflection technique for note-taking. Jennifer JONES (2020) suggests that using the description technique helps to achieve my goal and be more successful in my task.

I now use reflective circle Gibbs for note-taking skills to select the most appropriate, and relevant information when I am reading any book or article, Keep my thoughts alive, and make, the material on my own. Delivering instructional strategies for taking and having the most important information is very important. This made my experience as a student more easy and benefit.

I always bring my school notebook and laptop when I come to the classroom.

Then you must understand what are lecture talks about, so you can write the most important things in your own words to make your life easier to study later(note-taking).

Feelings

Before coming to university I felt a little scared about many factors. The first one is language, my first language is not English, and a part of that is the schedule to study and work at the same time, and have enough time to stay with my family as well, but I feel I am doing very well, and I can see progress in the beginning until now. I will do my best to have success this year and have motivation for my family for this new challenge. I felt very stressed before because probably I did not correctly organize myself. After coming to the university I started to study and have some skills to put myself in the best position. I start to use the paraphrasing to help me be more comfortable.

Paraphrasing is an important process of rewriting source texts in their own words texts. That requires higher-order thinking and high proficiency in both reading and writing. (e.g., Abasi & Akbari, 2008).

The most important skill for students, in my opinion, is paraphrasing, because you have to demonstrate understanding of any article you are reading or writing, so you can conclude in your own words and keep the meaning the same. In my workplace always i have to paraphrase, even when you are doing different tasks, probably you have to paraphrase to make your life easier.

I feel much more comfortable now writing because I have developed much better paraphrasing skills than before.

Evaluation

For me, the biggest challenge is scheduled, the time management, I have a full-time job, and I have my personal life. It is very difficult to have enough time to do all these things together was not easy, but I found a way to do it and have success.

I know is very difficult to study when you are working a full-time job, but I decided to remove some activities, to have more time to study and stay with my family and also do different things I like to do.

Analysis

I believe in myself, I have tried working this way before, and it did not work very well for me. For this reason, I try to think from a different perspective. I like to save time and plan days before what I have to do the next day, so it won't be too difficult for me. This reminds me of procrastination which was one of the topics we mentioned several times in class and this has helped too much.

Procrastination is a widespread form of self-regulation failure that is linked to negative outcomes and is often defined as purposefully and unnecessarily delaying starting or completing important and intended tasks despite recognizing that there will be harmful consequences for oneself and others. In doing so, however, the damage of procrastination is not limited to those involving productivity. (*Personal. Individ. Differ.* **2007**, 43, 15–26)

Note: The best action to take is not to procrastinate.

Conclusion

I learned that when you have to do something in your life, even if it is a small change the first thing you have to do is plan this very well. Otherwise, you will be struggling, and you have to spend your time wisely. In this module, I study Summarizing which helps me to develop skills to be more proactive and have knowledge to be a successful student. It is beneficial because it identifies what is important, analyses and evaluates information, and forms memories of what you have read or examined in a way that makes your work more beneficial.

Summarizing, when I started to use this technique, I felt more comfortable and given the necessary topics to improve my work and my student life.

I can see progress in my English, this helps me improve myself, and be more proactive.

I have to start to talk more with my colleagues to stay a little more connected as a group because in the future it will be necessary to do group work and it is great to have a good relationship with my colleagues.

Action plan

I will be more organized, I have to read more books. I will be much more curious to start researching more about student life, to understand better how references are taken in school work, I will be a little more curious, and practice the Gibbs reflection technique more. So note-taking, paraphrasing, and summarizing will help to achieve my goal.

I see myself finishing this course and being a successful student. always very positive and with good vibes and energy.

Conclusion

After finishing this report I had a clear perspective on many aspects, and on what I had been studying during the module. This report contains arguments about the main skills I needed to improve my way of studying and be more successful.

Gibbs's (1988) Model of Reflection helped me to understand what I did wrong and improve myself with new techniques for studying.

Now I feel more comfortable because I have acquired the skills and techniques needed in this module to achieve my goal most easily,

Paraphrasing, note-taking, and summarising are the techniques that help me the most to do the right way and increase my knowledge.

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