



Name: Nazmeen Akhtar

Student ID: 2513946

Module Code: LCHS4001

Module: Academic and Employability Skills

Lecturer: Markus Klingelfuss

Submitted on: 21/10/2025

Complete the template below (use the prompts in the Task 2 information document to help)

- Take your time, there is no limit – you have until Friday of Week 8 to submit
- Use any notes you have already made to help
- The boxes will expand when you type

Section	Your response (Use your own words!)
1. Research	I approached my research by utilising the gov.uk website which provided me with a detailed overview of what the job role consisted of and the requirements that needed to be successful. Finding this information was relatively easy as all the information i needed was under one section and it allowed me to gather the necessary research needed quickly and effectively. I feel more comfortable now using websites as the research allowed me to explore different sources and the CRAAP test helped me to identify if my research was reliable and valid.
2. Presenting	To prepare for my presentation, i went over my key points that i made whilst doing my research and went over talking points. I found it quite difficult presenting as it was a new experience for me and i was unsure on how to approach it at first.
3. Challenges you faced	I am confident on using websites to find my research, however i am still not completely confident presenting this research, as it was quite personal to me it was quite challenging to present and i think that rehearsing my presentation beforehand would help make improve.
4. Actions to improve	I want to improve my presentation skills as this was more difficult for me than doing the research.
5. Further steps needed to Prepare for Task 3	I intend to carry on doing my research the same as it worked out well for me, but i need to focus on presenting skills such as confident speaking, audience engagement and thorough preparation.

