

PERSONAL LEARNING ENVIRONMENT PORTFOLIO

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Programme: BA Business and Management

Module Name: Learning and Collaboration for Global Citizenship

Module code: BMSP4015D

Submission Date:28/04/2026

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Introduction

This portfolio is a continuation of my Personal Learning Environment academic, digital, personal and professional development space. Being a BA Business and Management learner, I will need to become a confident, university-level student capable of living up to my expectations of studying, digitally, and working in the future (Aldosemani, 2022). The portfolio addresses my two-reflexive blog post learning goals and my roadmap to building my professional identity. It also reflects how the digital confidence and employability skills will be acquired through reflection, research, and continuous improvement: academic writing, independent learning, and collaboration.

Task 1

My Study Objectives for University Success.

The first is to improve my academic writing, reading and research. This matters because university work entails substantiated arguments as opposed to baseless sentiments. Academic writing concerns reading credible sources, understanding different arguments, paraphrase, and reference. Cottrell believes that active reading, critical thinking and presentation of ideas are the basis of good study. Pears and Shields also prove that appropriate referencing can ensure academic integrity as the practice gives proper credit to other authors and reduces the risk of plagiarism (Luna et al., 2020). To find authoritative sources I will use the university library, academic databases and Google Scholar. I will also be training in APA reference and will also master having lecturer feedback and paraphrasing to bolster future assignments. This aim is significant because it is among the conditions of the university assessment, but it will enable me to think through a more professional and critical process.

The second objective of mine is to master self-directed learning and time-management. Self-directed learning is also expected of university students as they attend classes, read outside

lectures, meet deadlines and review feedback. Zimmerman defines self-managed learners, who plan, self-monitor and evaluate learning. Pintrich continues to explain that good learners control their motivation, behaviours and study techniques (Rivers et al,2022). This is not to mean that independent learning is simply studying individually but under a conscious direction of having an aim and recording the advancements. It will entail creation of a weekly plan, breaking tasks into smaller components, using Moodle regularly and setting SMART goals. Doran has a SMART approach that makes the goals specific, measurable, realistic, relevant and timely, which is convenient. However, it is hard to learn by oneself when the students are not organized and confident. In this regard, I will resort to tutor support, library and academic skills service when needed.

The third is that I will aim at is the development of employability digital and collaborative skills. Modern business activities are dependent on online communication, cooperation and professionalism. Therefore, I will need to get familiar with the tools like Moodle, Microsoft Teams, online libraries, WordPress or Wix, and LinkedIn. The platforms will support me in communicating, collaborating, researching, and introduce myself professionally (Lopez-Nuñez et al., 2024). The team learning is also important as business students must be able to work together with other people, share ideas, use respectful communication and problem solving within a team. I will attend to group discussions, student learning and group activities more to make sure I am communicating and boosting my confidence. I will also embark on creating a professional online identity in LinkedIn, where I shall be able to record my education, skills, projects and career interests. This objective contributes to my future professional identity as it connects the academic learning with the digital and collaboration skills needed in business organisations.

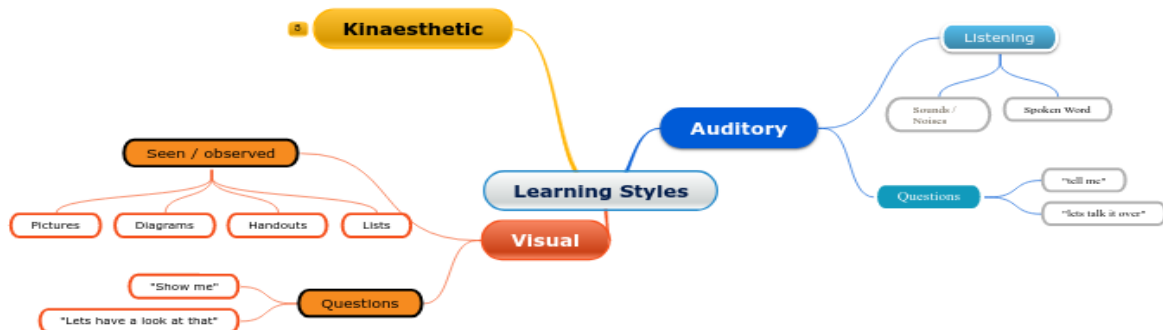
Task 2

Blog Post 1: Understanding My Learning Style

My self-test on learning styles demonstrated that I favour primarily visual and reflective learning. Applying Gibbs Reflective Cycle, I would draft that it was a helpful experience since I reflected on my learning process, my attitude to studying and what I should change (Ezezika and Johnston, 2023). This was no wonder, to a certain degree, since I am a learner and prefer receiving information in diagrams, mind maps, in colour-coded notes and written summaries. I would also prefer to wait and think over my ideas.

But I need to be choosy when it comes to learning styles. The model of the Fleming and Mills VARK is effective since the students convert preferences but the learning preferences cannot be taken as labels. According to Pashler, McDaniel, Rohrer and Bjork, evidence that teaching according to a favourite learning style raises performance is minimal (Mejias-Acosta et al,2024). Preference is also possible according to the Poorvu Center at Yale although learning is more efficient when students employ different strategies. Thus, my learning style outcome is beneficial in self-awareness, yet it will not constrain my study in any way.

I will employ the visual strategy and also come up with other strategies. I will develop mind maps, summary reading, comparison table and peer and practice question discussion. This integrating style would assist me to transcend memorizing and learning.



A mind map showing visual learning strategies

VARK Learning Style Questionnaire; <https://vark-learn.com/the-vark-questionnaire/>

Blog Post 2: My Independent Learning Plan

My learning style requires me to be organised, visual and revised frequently. Yet, as learning preferences will not be an issue in learning, my independent learning plan will be based on mixed learning strategies. I will integrate reading, taking notes, discussion, practice questions and reflection. This can be used since self-regulated learning has been associated with improvement in academic performance when students manage learning (Rivers et al,2022).

The first thing that I will do would be establishing a weekly study plan. I am planning to plan my week around a reading time, lecture preparation, assignments, and reviewing. I will also read the lecture materials prior to the lesson to have prior knowledge on the topic. Following every lecture, I will make a one-page outline with headings, drawings, and important

words (Aldosemani, 2022). I will also check Moodle weekly to see announcements, resources and deadlines.

I will employ support services to enhance my learning. This will entail the library, academic skills centre, tutor feedback, peer mentoring and careers service. I will also participate in or establish a small discussion group to talk about challenging issues. It is related to collaborative learning because students learn better when they exchange ideas and ask questions and are able to describe concepts using their own words (Sharma et al,2024). My first response is that, learning alone is not independent learning. It involves responsible-ness and support is spent wisely. I will update my planner on Sundays and review my progress and tell my planner what I need the following week.

Weekly Study Planner
Lecture Preparation, Reading, Assignment Work & Sunday Review

MONDAY	TUESDAY	WEDNESDAY	THURSDAY
LECTURE PREPARATION ☐ ☐ ☐	LECTURE PREPARATION ☐ ☐ ☐	LECTURE PREPARATION ☐ ☐ ☐	LECTURE PREPARATION ☐ ☐ ☐
READING ☐ ☐ ☐	READING ☐ ☐ ☐	READING ☐ ☐ ☐	READING ☐ ☐ ☐
ASSIGNMENT WORK ☐ ☐ ☐	ASSIGNMENT WORK ☐ ☐ ☐	ASSIGNMENT WORK ☐ ☐ ☐	ASSIGNMENT WORK ☐ ☐ ☐

FRIDAY	SATURDAY	SUNDAY
LECTURE PREPARATION ☐ ☐ ☐	LECTURE PREPARATION ☐ ☐ ☐	★ SUNDAY REVIEW TIME ☐ Review progress ☐ Check deadlines ☐ Update planner ☐ Plan next week
READING ☐ ☐ ☐	READING ☐ ☐ ☐	
ASSIGNMENT WORK ☐ ☐ ☐	ASSIGNMENT WORK ☐ ☐ ☐	

NOTES

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WEEKLY GOALS

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Consistent effort today, greater results tomorrow. ♥

A weekly study planner

Open University time-management <https://help.open.ac.uk/time-management-skills/planning-prioritising> and study-goals guidance. <https://help.open.ac.uk/time-management-skills/study-goals>

Task 3

Professional identity and business community plan

I share my values and skills, goals and interests with others through professional identity. Being a BA Business and Management student, I want to shape my professional identity to show that I am acquiring business awareness, communicative abilities, confidence in using digital resources, and a responsible attitude towards study. Three values will inform my identity, such as constant learning, professionalism and responsible business practice (Tomlinson and Jackson, 2021). This is because such values are important because the business graduates need not be given academic knowledge only. They must also be confident, moral, flexible, and able to handle different people in the workplace.

LinkedIn will be instrumental in my professional identity. I will improve or create a new profile to add a professional picture, a clear headline, i.e., BA Business and Management Student, my education history, key skills, volunteering experience, academic projects, and what I want to do with my career. I will also include my Sustainable Enterprise Management Journey post about LinkedIn. It will help me demonstrate my maturity through the years and desire to conduct responsible business (Martzoukou et al., 2020). I will subscribe to the UK employers, business organisations, sustainability pages and professional bodies so as to learn the trend in the current business. This way, I will cease being a mere student and be present and active in the working environments.

I would also be an active member of organisational and business communities. I will attend university careers fairs, enterprise and employability workshop. Provided that there is a

business, enterprise or sustainability society that I will be involved. I would also pursue local networking events, such as Chamber of Commerce events, university enterprise hub events or small business events (Mainga et al., 2022). Net based webinars will also be useful as I will be able to be informed on entrepreneurship, sustainability, management as well as graduate career. Volunteering is another important point in my plan as it will allow me to improve teamwork, leadership, communication and community awareness.

The My Sustainable Enterprise Management Journey will help me develop a professional identity in terms of ethical and sustainable practice. It is presupposed that businesses of the modern world should prioritize people, profit and the environment, and I would like my identity to be associated with the knowledge of the caring leadership and social value (van der Baan et al., 2024). I will reflect on ethical decision-making, green business, social responsibility, and social good. This will place my identity beyond my wishes to have a job; it will reveal that what I seek is to make a difference in organisations and communities.

The next academic year, I will update my LinkedIn profile with 1-2 posts per term and attend at least two employability/networking events, participate in one volunteering experience, and keep a brief reflection journal of what I am learning (Eimer and Bohndick, 2023). This will help me to project university education to the real business societies and be prepared to work in future.

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