

REFLECTIVE REPORT ON MY LEARNING EXPERIENCE IN THE ACADEMIC SKILLS MODULE

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Introduction

In this report, I reflect on my learning experience throughout the Academic Skills module. Reflection is the act of the thinking carefully about your experiences, actions, or thoughts to understand them. It involves looking back on what happened, considering what went well or not, and thinking about how you can improve in the future. (University of Nottingham, 2025).

The purpose is to evaluate how the module has supported my development in key academic areas such as note-taking, research, Paraphrasing, academic writing, referencing, and working collaboratively.

When, I first started the Academic Skills module, I expected it to be mostly about writing essays and using references.

However, I soon realized it was much more comprehensive. I will focus on specific experiences, including Task 1 and Task 2, classroom discussions, and group activities to illustrate my progress and areas where I can continue to grow. This report will focus on the progress I have made, the challenges I faced, and how I plan to continue developing my academic skills in the future.

Description of Experience

A Key part of the Academic Skills module was the two-week focus on note-taking methods. During this time, I learned different ways to organize information: Note line, Cornell notes, mind map, tabular, Diagrammatic notes. These visual tools helped me see how ideas connect, making it easier to understand and remember complex topics. For example, creating a simple diagram to link main ideas in a research article helped me see the big picture and identify key points more clearly.

Throughout the Academic Skills module, I encountered various experiences. One of the most challenging was mastering the skill of paraphrasing which we studied in week 5 of the module.

Paraphrasing involves expressing someone else's ideas or information in your own words, maintaining the original meaning while demonstrating your understanding. This is essential in academic writing, as it allows you to incorporate external ideas seamlessly and avoid plagiarism. (Literary Devices, 2025)

Analysis and Personal Reflection

Applying these note-taking methods was especially helpful during Task1(see appendix1) where we had to analyse and summarize academic articles. I used note diagrams to break to down the articles main ideas and supporting details, which made it easier to write clear and organised summaries. In the future I will try to use this tools when I will read a professional book or article.

At first, paraphrasing seemed easy, especially when using simple sentences and replacing words with synonyms. I felt confident when I only had to change a few words. However, as the task became more complex, I found it difficult to change the word form and restructure the sentence correctly. It was also challenging to switch between active and passive voice while keeping the same meaning.

Initially, as English is not my first language, I found paraphrasing particularly difficult.

However, our teacher played a crucial role in overcoming these challenges. He has a unique ability to explain difficult topics in a very clear manner. When we did Task 2 (see appendix 2) he personally took the time and explained in a very accessible way. His patient guidance and constructive feedback boosted my confidence and motivated me to improve my paraphrasing skills.

Moving forward, I will practice paraphrasing sentences using the website recommended by my teacher such as Thesaurus.com (Thesaurus.com, 2025).

I also plan to read more books to help improve my vocabulary, as reading regularly is known to support language development and vocabulary growth (DyslexicHelp, 2025).

Strengths:

One of my key strengths is my strong memory. I am able to remember important information accurately, which helps me stay organised and efficient. I also make notes regularly to support my memory and keep track of key points.

Another strengths is my attendance. I am committed and reliable, and I haven't missed any lessons. This consistency helps me stay up to date with my learning and maintain steady progress.

Weakness:

One of the main weaknesses I identified during this module was my difficulty with referencing, especially when trying to follow the correct format for in-text citations and reference lists. I realized that I lacked confidence in using academic sources properly and was sometimes unsure about when and how to reference correctly. These weaknesses affected the quality of my early assignments, but through practice, feedback, and using the resources provided in the module, I was able to improve gradually. Another weakness I have noticed is my time management because I get tired or mentally very quickly, which affects my productivity. I am working on improving this by developing better routines and finding ways to maintain my energy throughout the day.

Conclusion

In conclusion, this module has played a significant role in helping me develop essential academic skills. I have improved my note-taking skills, which now allow me to organize information more effectively and support my learning. My ability to paraphrase has also progressed, helping me express ideas in my own words while avoiding plagiarism. These skills have helped me become more confident in my academic work and more aware of how I learn best. Although there were challenges along the way, the experience has been valuable for my academic growth.

Furthermore, I have gained a better understanding of referencing, including how to properly cite sources using the appropriate academic style. Overall, this module has strengthened my confidence in approaching academic tasks, and the skills I have learned will continue to support my success in future assignments and studies.

References:

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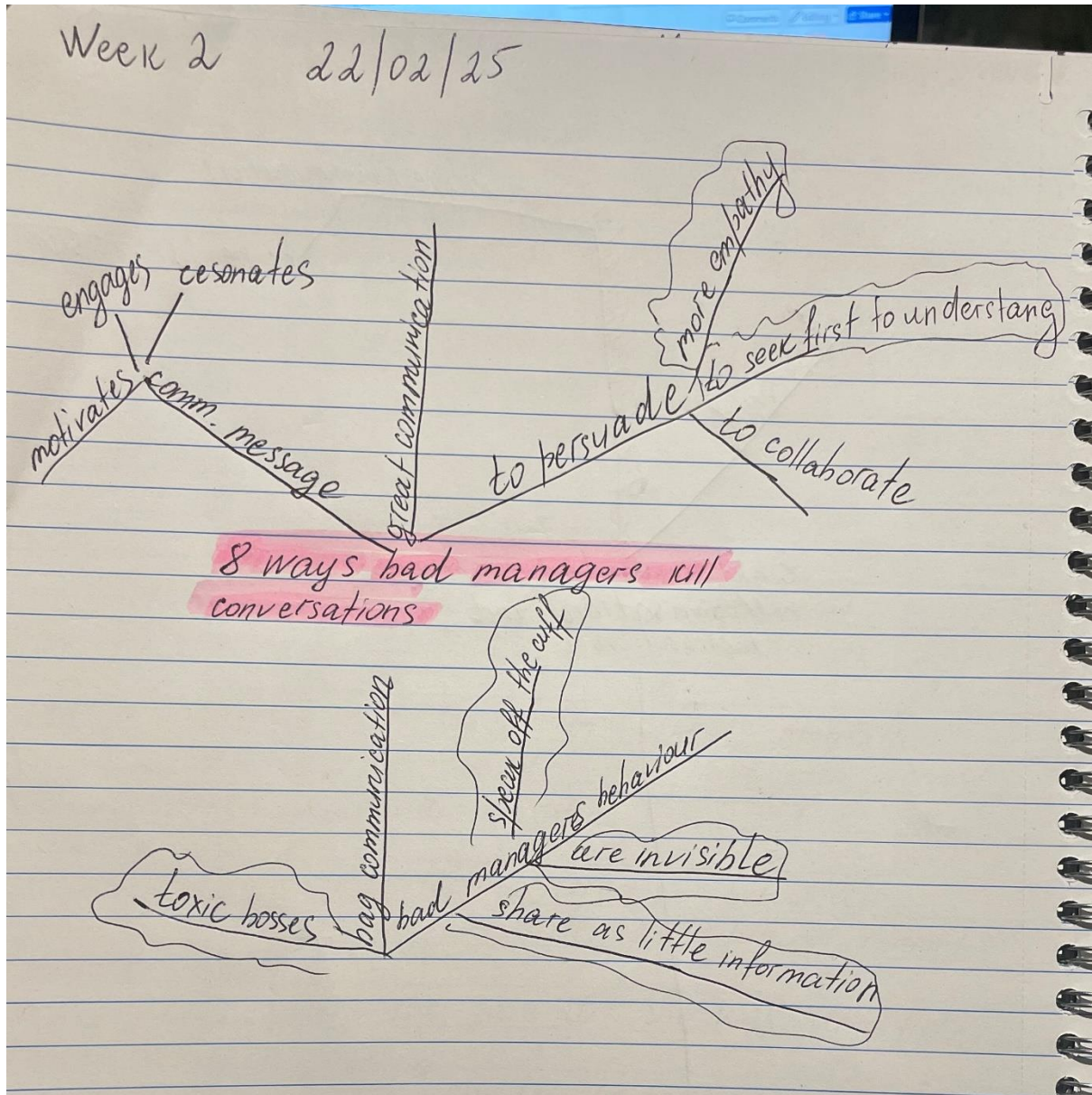
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Appendices:

Appendix 1



Paraphrasing

conjunction - However

clause -

Linking word - and, however, although

concept - idea

synonyms (~~concepts~~) regularly - frequently

1. Using synonyms
2. Changing Word Order
3. Changing Word Form (class)
4. Using Active / Passive voice.
5. Using Positive / Negative.

Ex.

One month ago I used to ~~exer~~ go to work,
but now I don't work.

however
but

Four weeks ago
In the past I was employed, at the
moment I am unemployed.

I am unemployed at the moment, but four weeks
ago I was employed.

Unfortunately I ~~don't~~ work at the moment, but four
weeks ago I was employed. (nu)