

Mohammad Sheikh Nayeem
Student ID: [2247169]
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Lecturer's Name: [Anita Nan]

Reflective Report on Academic Skills Development

In this reflective report, I will be using my own experience in class and what my teacher taught me, which are how to discuss and how the learning in this module has helped me develop my academic skills, focusing on academic writing skills, note-taking skills, and summarizing skills.

Description

Throughout this module, I have learned a lot about academic skills, including note taking, paraphrasing, and academic writing.

Academic Writing Skills:

Academic writing involves structured, evidenced, critical, and balanced writing. Structured writing arranges ideas logically, making the piece easier to understand. Each paragraph serves a specific purpose, providing readers with a clear map to follow. Evidenced writing supports arguments with strong evidence and examples, enhancing credibility and persuasiveness. Critical writing involves analyzing,

evaluating, and questioning ideas to uncover hidden assumptions and biases. Balanced writing presents different viewpoints on a topic fairly, encouraging open-mindedness and constructive discussions.

Note-Taking Skills:

Effective notetaking requires active listening and strong working memory skills. Actively engaging with the content improves focus and awareness of important ideas, making it easier to capture them accurately during lectures and readings. Strong working memory enables individuals to retain and organize key points, facilitating comprehensive note taking. Putting points in one's own words and summarizing helps in better understanding and retention of the material.

Sumarising skills:

Learning to summarize helps me pick out the most important parts of what I'm reading or learning. This course taught me how to summarize well and explain ideas clearly, improving my communication skills. It's not just theory; I practiced what I learned in real situations, which was helpful. Overall, it boosted my skills and confidence, especially since English isn't my first language.

Evaluation

Academic Writing Skills:

Structured writing: It's like creating a clear roadmap for your ideas, making them easy to understand and remember. Evidenced writing: Think of it as building a strong case in court by supporting your arguments with facts and examples. This makes your writing more believable. Critical writing: Similar to being a detective, you analyze and question ideas to uncover hidden meanings. This promotes independent thinking and meaningful discussions. Balanced writing: Imagine walking a tightrope, not leaning too much on one side. By presenting different viewpoints fairly, you show that the topic is complex and respect diverse opinions. This encourages open-mindedness and critical thinking.

Note Taking Skills:

This module helped me improve my note-taking skills. I learned that paying attention is vital for good notetaking. By actively engaging with the material, I've become better at identifying key points and summarizing them in my own words. This makes it easier for me to understand and remember the information later. Additionally, having a good memory is important for effective notetaking. Improving my memory skills has helped me capture and retain essential information during classes and readings. Overall, this module has given me valuable tools and insights that have greatly enhanced my note-taking abilities.

Summarizing Skills:

This module helped me improve my summarizing skills a lot. I learned how to simplify complex information into shorter, clearer summaries. Summarising means picking out the important parts of a text and telling the story in fewer words. I learned to analyze and remember key points, and how to reword and combine ideas to make better summaries.

Feelings

Academic Writing Skills:

I feel proud and more confident about my writing skills. This class taught me how to organize my writing better, back up my ideas with evidence, think critically, and consider different viewpoints. With help from my teachers, I've learned to express myself clearly and convincingly in essays, presentations, and discussions. This makes me feel surer of myself in school and in everyday life.

Note Taking Skills:

I used to take notes without really thinking about it, but now I'm more active when I do it. I pay better attention during lectures and readings, which helps me understand and remember things better. Taking better notes makes studying easier and helps me feel ready for tests and assignments.

Summarising Skills:

Summarizing used to be hard, but now I'm getting better at it. I've learned tricks to make it simpler, like putting things in my own words and combining ideas. This helps me explain complicated stuff more clearly. It also makes studying easier because I can understand things faster. Overall, I feel more confident in handling academic stuff and explaining it to others.

Analysis

Academic Writing Skills:

I have improved my writing for university. I've learned how to organize my writing, use evidence to support my ideas, think critically, and consider different points of view. My teachers' feedback has been helpful too. My writing in the report is clear and makes sense, which shows I can explain myself well. I also understand that these skills are important not just in university but also in life. Overall, I have made good progress in my writing.

Summarising Skills:

I am getting better at summarizing. It used to be hard, but now I am getting the hang of it with practice and help. I have learned to simplify complicated information into shorter summaries by using tricks like putting things in my own words. The summaries in my report are short and to the point, which shows I am getting better. I also see how summarizing helps me understand things better. Overall, I am improving in summarizing.

Note Taking Skills:

My note-taking skills have also improved. I used to just write down whatever without really thinking, but now I am more focused during class. This helps me understand and remember things better. I have also learned to organize my notes

better, which makes studying easier and helps me feel more ready for tests. I know now that taking better notes is helpful. Overall, I have made a lot of progress in taking notes.

To sum up, I have made good progress in my academic writing skills, summarizing skills, and note-taking skills. My analysis shows how much I have learned and how these skills are making a difference in my university work.

Conclusion

Academic Writing Skills:

In conclusion, getting better at writing for university has been a big step forward for me. Learning how to organize my writing, use evidence, and think carefully has helped me a lot. Now, I feel surer about expressing myself clearly in my assignments and discussions. These skills will help me not just in university but also in my future career.

Summarising Skills:

In conclusion, learning how to summarize has been useful. It was hard at first, but I'm getting better. I have learned tricks like putting things in my own words to make summaries easier to understand. These skills are important for understanding my courses better and explaining things to others.

Note Taking Skills:

In conclusion, improving my note taking has made a big difference in my university studies. Before, I just wrote down whatever without really thinking. Now, I pay better attention in class and organize my notes better. This makes studying easier and helps me feel more ready for tests. Overall, getting better at

academic writing, summarizing, and note-taking has been a big part of my university experience. These skills have helped me succeed academically and feel more confident in my studies.

Action Plan

Academic Writing Skills:

I'm going to keep getting better at writing for university by practicing often and asking my teachers for advice. Each week, I'll set aside time to do writing exercises and assignments to help me get better at organizing my writing, using evidence, and thinking carefully. I'll also look for workshops and online tutorials to learn more about writing well. By doing this regularly, I want to become even better at explaining myself clearly in my university work.

Summarising Skills:

To improve my summarizing, I'll do more practice exercises to help me understand what I read or learn in class. After I read something or go to class, I'll try to write down the main points in my own words. I'll also try to explain what I learn to other people in simple terms. I'll check out online guides and workshops to learn more about how to summarize well. My goal is to get better at making complicated stuff easier to understand.

Note Taking Skills:

To improve my notetaking, I'll stay focused, ask questions, and try various methods like diagrams. I'll review my notes regularly to ensure understanding and identify areas for improvement. Overall, I'll practice regularly, seek help, and explore new learning approaches to enhance my academic skills and excel in university studies.

Conclusion

Overall, this reflective report highlights the quick progress made in academic skills development, particularly in academic writing, note-taking, and summarizing. The report underscores the importance of active engagement with course materials, practical application of learned techniques, and continuous practice in honing these skills. Through structured learning experiences and supportive guidance from instructors, the individual has demonstrated marked improvement in various areas, leading to enhanced confidence and proficiency. Looking ahead, the individual is committed to further refining these skills through consistent practice and seeking additional resources as needed. This reflective journey serves as a testament to the transformative power of education in fostering personal growth and academic success.

Reference

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