

Md Shakil Ahammed

2434003

Academic Skills: LCLM 4001

Lecturer: Daniel

Assignment Title: Task 3 – Reflective Report

Reflective Report on My Learning Experience in the Academic Skills Module

Introduction

The purpose of this report is to reflect on what I have learned in the Academic Skills module. I will go back and think about the main activities we have done, such as Task 1, Task 2, class discussions and other exercises. I will talk about what went well, what I need to improve, and how these activities helped me to develop as a student. This module has been very important for me because it taught me useful skills like writing in an academic way, working with other students, and managing my time better.

Description of Experiences

One important activity in this module was Task 1 Which was a quiz, The quiz was to assess our knowledge about time management techniques, note-taking, finding, assessing, and using information, academic writing style, academic misconduct, and referencing skills. Some questions was multiple choice which I should confess where my favorite ones and some required one - or two-word answers and I think I handled that as well but the part to produce a reference for a source from the elements given was hard for me on that quiz.

The class activities helped me a lot because we practised searching for articles in the library and learned how to summarise them. The feedback from my lecturer and classmates also helped me to improve my first draft.

Another key activity was Task 2, Application of academic skills exercise

I had to complete an application for academic skills exercise during class time. This practical exercise was supposed to take around 90 minutes and I had to complete it within the allocated time.

The exercise will assess your ability to take notes from a short text, paraphrase individual sentences, and write a paragraph in line with academic conventions.

Other classroom activities were also helpful. For example, we did exercises on paraphrasing and critical reading. We also discussed different study strategies in small groups. These experiences helped me understand how to work more effectively on my assignments.

Analysis and Personal Reflection

When I look back, some things went well for me in this module. One of my strengths is that I often took part in class discussions. I asked questions when I was not sure about something, and this helped me learn faster. For example, during a lesson on Referencing and academic misconduct and integrity, I shared my ideas with the group, and the lecturer gave me positive feedback. This made me feel more confident about speaking in class.

Another strength is my teamwork. In Task 2, I was responsible for creating some of the slides and helping my group to organise our presentation. We managed our time well and supported each other. When it was time to present, I spoke clearly and explained my points well. This showed me that I can work well with others and that I can be organised when I need to be.

However, there are also areas I need to improve. In Task 1, my first attempt at paraphrasing was not very good. I copied phrases that were too close to the original text. After feedback from my lecturer, I learned how to rewrite information in my own words. This is something I will keep practising by reading more academic texts and summarising them in my own style.

Another area I need to improve is time management. I sometimes left my own individual work too late. For example, I finished the poster for task 2 in Digital Skills only one night before the deadline, and I did not have enough time to check my work properly. In the future, I will make a study timetable and finish my drafts earlier, so I have more time to edit.

These experiences helped me understand the module content better. I learned why referencing is important, how to avoid plagiarism, and how to write in a more

academic way. I also learned that reflecting on feedback helps me grow as a student. For example, after six lessons in Academic Skills and especially

after the task 2, I realized that my attendants aren't great and I'm not where I should be So, I took action by attending all classes thereafter and studied one or two hours a night to catch up.

This module has also helped me grow personally. At the start, I was nervous to speak in class or present to other people. Now I feel more confident and willing to share my ideas. I also understand how I learn best. I like using visual aids, such as slides or diagrams, and I learn a lot from talking to classmates. Knowing this will help me in other modules too.

Conclusion

In conclusion, the Academic Skills module has been very helpful for me. Along with activities like Task 1, Task 2 and class discussions, I have learned many important skills. My strengths are working well with others and joining in class discussions. I still need to improve my paraphrasing and time management. Overall, this module has made me more confident and better prepared for university work. I will keep using these skills in future assignments and continue to improve my academic writing and planning.

References

Cottrell, S. (2019) The Study Skills Handbook. 5th edn. London: Red Globe Press.

Pears, R. and Shields, G. (2019) Cite Them Right: The Essential Referencing Guide. 11th edn. London: Macmillan Education.