



Prifysgol Cymru
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Student Name: Jo Alexandre Figueiredo

Student Number: 2409548

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Lecturer Name: Sam D' Elia

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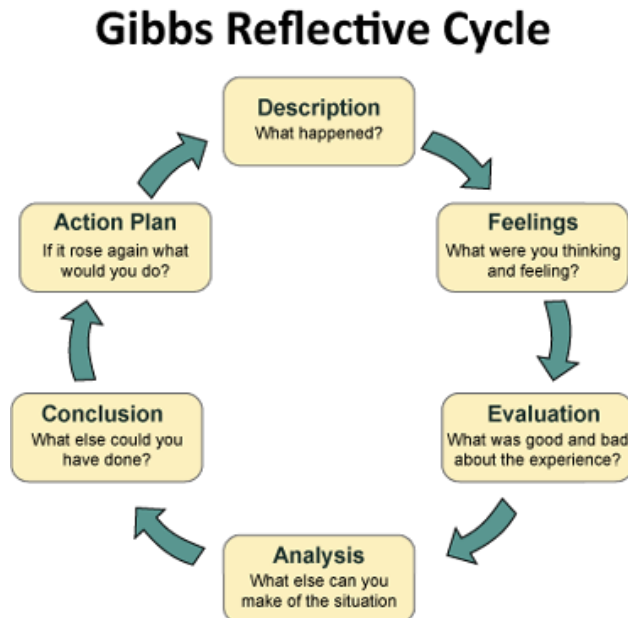
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Introduction

In this report I will be introducing how fruitful has been academic skills module in helping me improve some key academic skills, starting with note-taking techniques have made it easier for me to organize and remember important information. When it comes to finding reliable sources, I've learned to be more efficient and critical, making sure I'm using credible sources in my assessments . Academic writing, is where I've seen the biggest improvement—my assessments are more polite, and I'm developing at presenting my ideas clearly. Overall, the skills I've picked up will definitely make a difference in my studies and beyond, also will introduce a short brief about Gibbs' Model of Reflection and its 6 stages.

Gibbs model of reflection (1998)



Gibbs' Model of Reflection (1998) is simple, it is six-step process that helps you think through an experience. It starts with describing what happened, then moves on to how you felt about it, evaluate what worked and what didn't, analyse why things went the way they did, and conclude what was learned. Finally, create an action plan for the future. It's a straightforward way to look back, figure out what could've been done better, and improve next time. In future modules, I'll focus more on my research skills and continue using the note-taking strategies that have worked. I also plan to review my academic writing regularly to improve my structure. This structure helps you systematically reflect on your experiences and learn from them, it can be adapted this model for any experience

My reflection of academic skills

This module has really made me think about how I approach my studies. I used to just take random notes and hope for the best, but now I'm way more organized. The note-taking techniques have made a huge difference in how I manage and understand information. Finding reliable sources was something I struggled with, but now I know how to be more critical and search smarter. Writing has also improved—I'm able to structure my assessments better and get my point across clearly. Overall, the module has helped me become more focused and efficient in my academic work, and I'm confident it'll help me in the future.

Note-Taking

Starting with Note-taking, the technique that benefits in my studies at university, I used to observe my schoolmates making markings and I always judged it useless and wasted time, thanks to this module my perception changed on the subject, we have several note-taking models but the one that best fit my way of thinking was highlighting, such a simple way to find the information that in this place, something I didn't use before, became so beneficial to me because it helped me save information without having to read the article or text several times, also helped me making topics and sub-topics so I can have a academic reflection

In conclusion, note-taking has become an essential and transformative practice in my university studies. My perspective on the value of note-taking has changed significantly. Among various methods, highlighting proved to be the most effective for my learning style. This simple yet efficient technique allows me to easily locate key information without the need to read texts several times. Additionally, it facilitates the organization of content into topics and sub-topics, aiding in clearer academic reflection. By incorporating this approach, I have been able to enhance both information retention and comprehension, ultimately improving my overall academic performance. This experience has highlighted the importance of adapting study techniques to individual preferences, demonstrating that even simple strategies can provide substantial academic benefits. We had an exercise in class to develop this technique that was called **"Eight ways bad managers kill conversations"** where I used different highlighting colours to save some key information about the article, allowed me to categorize and prioritize essential points, improving my understanding and retention.

Finding information / Research skills

At first, I found it challenging to efficiently collect and organize relevant sources for my studies. I often spent a lot of time going through diverse amounts of data without a clear idea. However, after completing this module, my research approach has improved. I have learned to use various search techniques, databases, and filters to refine my results, making the process more effective. Additionally, I've come to understand the importance of assessing the credibility and relevance of sources, ensuring that the information I use is both trustworthy and accurate.

The university provides a digital library with collections of academic articles, books, and journals, accessible to all students. It offers advanced search tools, allowing filtering of results by author, date, and document type, making it easier to find relevant and reliable information for studies. Additionally, I learned how to use Google effectively to find credible sources. When searching, it's important to use specific keywords and search for exact phrases and exclude irrelevant terms. To ensure credibility, I prioritize sources from academic institutions, scientific journals. Evaluating the publication date and checking the author's credentials are also crucial steps to ensure the information is current and reliable.

In conclusion, enhancing my research skills has had a profound effect on my academic performance, now I feel more capable in locating, analysing information. The techniques I've acquired have enabled me to approach research tasks with greater clarity and efficiency, leading to higher-quality assignments. This experience has shown me that mastering research skills is essential for success in higher education. We also learned in class to make "CRAAP" test that allows us to find relevant, accurate information, for example questionnaire who, when, how also why something was written.

Academic writing

I found it to be the most challenging subject to learn and apply. The main difficulty was the language barrier, as I am often using slang in my daily communication, which is very different from the formal vocabulary required in academic writing. This changeover in style was initially hard for me to understand, as I struggled to express ideas clearly and precisely without relying on informal language. However, through this module, I learned valuable strategies to improve my academic writing. I now understand the importance of structure, coherence, and clarity in presenting arguments. Additionally, I have become more aware of the need to cite sources properly, enhancing the credibility of my work.

In conclusion, although academic writing was a difficult skill to develop, it has significantly improved my overall academic performance. With practice, I have gained more confidence in using formal language and structuring my work effectively, contributing to my success in university assignments. Using thesaurus.com has been incredibly beneficial, helping me expand my vocabulary and find more precise words for my academic writing. It allowed me to improve clarity and avoid repetition, making my work more professional.

Conclusion

In conclusion, this module supported me in various ways, especially since English is not my first language. It improved my academic writing, enhanced my research skills, and taught me effective note-taking techniques. Additionally, it strengthened my critical thinking and reflection abilities, leading to better comprehension and overall academic performance.

Reference

Reflection is a process that enables us to gain a deeper understanding of the significance of each experience as we move from one to the next (Rodgers, 2002).

Reflective learning emphasizes the enhancement of critical thinking skills by evaluating the strengths and identifying areas for improvement in a learning experience. (London business School 2023). It is not only about recognizing what went well and what could have been improved, but also a process that helps us understand the reasons behind those outcomes.

“We do not learn from experience.... We learn from reflecting on experience”

<https://lukeshrblog.wordpress.com/2017/04/04/reflecting-is-the-pathway-to-growth/>

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