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Academic Skills Reflection Report

Task 3

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1. Introduction

The reflection is considered a structured process that leads to guiding personal or situational analysis. It was found to be significant as it provides emphasis towards creating awareness related to the person's knowledge, belief and experience. It is found to be important to the student because it helps in relating their new experience with their previous understanding as well (Brush, 2020). The purpose of this report is to highlight the experience which is derived from the classroom event of report writing, an effective way of referencing and incorporating sources as well. Through this experience, one can easily get guidance on the learning journey as well.

2. Description of Experiences

The report writing is considered a concise and formal structure which facilitates communicating the results or findings of the project. It is mainly being done for the public, academic staff and senior management (Leeds, 2017). During this model, I was engaged in different types of classroom and academic activities, which facilitated enhancing both my academic as well as subjective knowledge. The classroom activity which I experienced was **report writing**, an effective way of **referencing and incorporating**. Towards this classroom event, I experienced drafting a clear introduction along with providing a coherent argument at the time of preparing the report.

This led to an **impact** on my learning style as it helped in understand the main difference between types of referencing styles, which mainly include the APA and Harvard. This experience of my classroom event led to playing a crucial role towards shaping my performance and the confidence level in my academic journey. Furthermore, the next classroom event, which includes the learning of the referencing style along with the sourcing, helps me ensure the significance of academic integrity along with eliminating the chance of plagiarism towards my work. This session helped me in providing support towards enhancing the in-class experience, along with getting feedback to improve my studies.

3. Analysis and Personal Reflection

The concept of the academic report leads to towards use of another idea. It can also make a person be accused related to plagiarism as well (RLF, 2025). With an in-depth analysis of the module session, I can consider some things which happened for good and

some things which went wrong. I found through the classroom activity I undertook some elements that I found to be favourable towards my studies, while some created challenges towards grabbing my opportunity as well as growth. The good event was that I was able to understand the structure related to the academic report. This step-by-step session enables me towards undertaking activities like drafting, outlining and revising as well. On the other hand, there also exist some bad things which do not go well, such as confusion related to the rules of referencing along with the multitude of the style of citation styles.

The referencing style is considered as the main set of rules that lead to dedicating the way to acknowledge the sources which being used in academic and professional writing (Azizah *et al.* 2021). Through this experience, I learned a lot related to the value of clarity, along with getting awareness towards academic writing as well. Through this experience, I also learned to undertake the ethical necessity towards proper sourcing. I also learned the ability to communicate my ideas effectively, along with considering the critical skills that helped me in preparing for academic as well as professional environments. This experience helped me make an effective contribution towards understanding the module context along with linking it correctly. This will help me in getting the real-time guidance that provide deepened comprehension as well.

This experience made a significant contribution toward getting an in-depth understanding of this module by giving me the opportunity to link theoretical knowledge with my practical application. Besides adopting simple learning related to the types of report writing and the format of making the citation I was also enabled to provide real-time guidance. This has helped me in deepening my comprehension as well. This also helps me in ensuring the significance of the academic integrity along with eliminating the chance of plagiarism towards my work. This session helped me in providing support towards enhancing the in-class experience, along with getting feedback to improve my studies.

Through self-assessment and conducting in-depth analysis I found some of my key strengths which mainly include the ability towards adapting to new things quickly. I experienced this by quickly understanding the new format of writing the report. I found that once I can understand the expectation, I am able to meet the same effectively by providing more focus toward the practices and gathering of the feedback. Furthermore, I also led to understand that I found myself effective towards the ability of critical thinking.

I found that it will help me foster superior decision-making that helps in weighing the options along with assessing the different consequences as well. This ultimately contributed towards highlighting the self-reflection as well. Contrary to this I found that I need to make improvements in some of the key areas which found to be time management skills. This skill is required at the initial stage, so I spend a lot of time in bringing perfection towards my report and referencing style.

In the context of my personal development, I found myself being more prepared for undertaking the future academic task. I found myself more attentive towards getting the details along with presenting my set of ideas towards academics which can be easily acceptable as well. Enhancing my personal growth along with the development I enable in creating a strong sense of academic responsibility. It also leads to creating a strong foundation and a career plan to facilitate easy future learning as well.

4. Conclusion

With the completion of this report, the information being imparted about the classroom activity mainly includes the report writing, referencing style and source incorporation. The information being imparted about providing the description of report writing along with providing the impact on the learning style. This experience of my classroom event led to playing a crucial role towards shaping my performance and the confidence level in my academic journey. Through this experience, one can easily get guidance on the learning journey as well.

5. References

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