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Title- Learning In The Digital Era 2

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When reading through each unit and section of learning in the digital era, I enhanced in and learned many skills that would become useful in my academic and work life. Each unit covered skills such as studying, digital skills in Microsoft applications, referencing, finding research, identity, beliefs and many more. All of these essential skills are necessary to use as a student and the industry I want to work in, this being Events and festivals. It's vital to have an understanding in a variety of skills to be able to successfully complete modules and assignments. Each assignment is unique and different, therefore it is important that I can acknowledge where and how to find the research I need, what application to use and how to reference my research. Time management was another skill included in the units which is useful in completing work efficiently as well as managing both a private and university life to acceptable standards. After considering the units, I have come up with a personal development plan (PDP) which consists of my goals, interests, strengths and weaknesses. My current position is being a university student studying an honours degree in events and festival management with my ultimate goal consisting of passing all assignments to eventually receive a degree in event management to go into that particular career. I wish to achieve the goal of graduating with a degree by summer of 2025, to do this I will work on all skills necessary and study to pass all assignments needed. To set this goal, I used the structure of SMART which stands for Specific, Measurable, Attainable, Relevant and Time-based. Each unit will help in aspects such as completing my course and achieving certificates throughout my education.

Each unit will help me expand on my skills to implement them in my future career in managing events. Having knowledge in Microsoft application will become useful due to knowing which document is more efficient on what I'm managing, whether it's money, layout of an event or presenting an event. Giving myself enough time to plan and organise events is also a key skill to delegate with as it will affect my performance on managing the event as a whole. By giving myself enough time to do so, I can give myself the rest and break my brain and body to do my best. Identity is also useful to understand about yourself, as demonstrated in the unit. No two people are the same with their own unique identity meaning disagreements may occur but communication and cooperation is needed.

Working in the events industry means a lot of customer and consumer interaction who may not share the same ideas and intentions as each other. It is important to learn how to delegate with people's personalities and ideas to come to one agreement on any decision that needs to be made.

The final unit of learning in the digital era was all about reflecting on yourself and using the Gibbs reflective cycle. According to the University of Edinburgh (2023) it is "one of the most famous cyclical models of reflection". It involves six experiences including feelings, description, evaluation, analysis, conclusion and action plan. The model was developed in 1988 by Graham Gibbs to demonstrate how people learn from experiences. The six stage of the cycle explained is description of the experience, feelings and thoughts about the experience, evaluation of the experience, evaluation of the experience both good and bad, analysis to make sense of the situation, a conclusion about what was learned and what could be done differently and lastly, an action plan on how to deal with similar situations in the future. It explains how it can be used as a personal experience or mutual and group situation.

To go into more depth on each section of the model, There are numerous questions to ask yourself to be able to make sense of situations in the description section. These questions include who was present, what did you and other people do and what did you want to happen. University of Cumbria (2020) explains what questions you can ask yourself during the feelings stage is how you felt at the time and what impact did your emotions have. The

evaluation purely focuses on both positive and negative even if the opinion is being one or the other. Analysing the situation is making sense of the situation by using theory to come to an understanding. Then when coming to the conclusion, Gibbs came up with a general and specific conclusion. The general conclusion could be transferable where as specific is applied to your personal situation. Lastly, the action plan will put together anything you need to know for future instances and what improvements could have been made.

Three examples of when I used the Gibbs Reflective Cycle as a student was picking which university to study at, managing and prioritising work life and university life as well as selling my car to afford university. All of these situations involved difficult decision where the cycle was implemented to guide me through the experiences. I analysed my feelings and emotions, described and evaluated the experienced to myself and eventually came up with a conclusion and action plan on how I could improve my decision making in the future.

Reference list

University of Edinburgh (2023). Gibbs' reflective cycle.
<https://www.ed.ac.uk/reflection/reflectors-toolkit/reflecting-on-experience/gibbs-reflective-cycle>. Accessed on 19th January 2023.

University of Cumbria (2020). Gibbs' Reflective cycle.
<https://my.cumbria.ac.uk/media/MyCumbria/Documents/ReflectiveCycleGibbs.pdf>. Accessed on 19th January 2023.

Link of youtube video- https://youtu.be/9n_ZZU1Rza4

Script

Hello my names Hollie and I will be introducing learning in the digital era module and how it will help you as a university student.

This module focuses on skills such as digital skills in Microsoft applications, referencing, finding research, identity and many more. All of these skills are necessary and will come in handy in different aspects such as completing assignments, attending lectures, studying and self help. The skills I improved in and found most useful is preparing for higher education, plagiarism, finding information, and communication. Everything I learnt from 0-4 could be applied to both student and personal life due to both sides of lives impacting the other. Doing well as a student will motivate your personal and you will enjoy it more.

It prepares you for higher education as it explains 900 hours of the year will be approximately spent studying, therefore it's important to have a working area that keeps you proactive. Giving your brain a rest is also vital so exerting, reading books or catching up with friends can be any forms of relaxing or taking a break. to prepare for higher education involves expanding n sills such as developing a plan. Its about estimating the time you have and using the resources needed to complete tasks. Without a plan it can lead to students failing or falling behind. To help with this you can follow the Eisenhower principle which can be used to describe which tasks are important. He separated his work into two categories, urgent and important. It can help with what tasks to do, delegate schedule and delete. For each of my assignments I was able to develop a plan and layout to have a more organised structure on the assignments. I also give myself enough time to finish to enable myself to have breaks and a rest.

Moving onto referencing and plagiarism which is essential being a university student. Referencing is acknowledging someone else work and research as your own. The details such as the the date and

author must be presented in a certain way so they are recognised. It is important to reference as you need to demonstrate the research you have undertaken. If referencing is not used it is called plagiarism which is a serious offence in academic context. In the majority of all my assignments, I had to use academic research meaning referencing was used. I used Harvard referencing to avoid plagiarism and get top marks on my work.

The last skill I found extremely useful to learn was from finding information. It explains what resources are available to you as student including the library. A range of resources are there for any Academic assignments. The library can be accessed online where you are able to read resources on the UWTSD library and also view what books are on which campus. This is useful information to acknowledge as the library is a calming place to study and to get on with your work as well as an source available at that building.

Thank you for listening and I hope my experience in learning in the digital era will help you expand on your skills just like it did on mine.