



Academic Skills Reflection Report

Student Name: Nicoleta-Iulia Gutul

Student ID: 2426899

Module Code: LCLM4001

Module: Academic Skills

Lecturer: Thomas Adeyemi

Table of Contents

Introduction.....	3
Description of Experience.....	3
Analysis and personal Reflection.....	4
Conclusion.....	6
References.....	8

Introduction

A reflection report is an essay that requires you to express your opinion on a topic. In the paper, you will analyse how a book, experience or academic lecture formed your mind and judgement on a subject, according to Royal Holloway University of London (27 feb. 2023). It is important for a university student because it gives the opportunity to reflect on topics or on one topic which was discussed during the lessons, also to analyses and understand better material, to make some conclusion and think about how to put in practice what they learnt. In this report I am going to write about Note taking and methods which are suitable for me to pass easily through university life and assessments.

Description of Experience

In this module, I engaged in various activities aimed at enhancing my academic skills. Especially I want to figure out Note taking, topic which we discussed during the lesson in Week 2. We practised a very interesting activities: We had to listen to a video and to note the most important things from it, using different note tacking methods. It was pretty hard to understand everything but I almost did that.

According to The Open University (2024) website, tacking notes from a video can be very difficult because it may not be possible to listen again the video or information from which I had to take

notes, it may be too fast delivered. The result of this tip of practice is astonishing, on account of listening attentively on what is saying in video I developed my listening skills, in addition through taking notes I understood information properly by storing in my mind important information and excluding useless one. With aim of different note taking methods I could right understand topics and explain in a simple way a hard developed information. For instance The Cornell Method includes a systematic format for condensing and organizing notes without laborious recopying. After writing notes in the principal space, I am using the left-hand space to arrange each idea and detail with a key word, a short description offered by How to Study in College (10 ed. pp 235-277). It is helping to make up my mind as I am organising thoughts in page.

Analysis and personal Reflection

In this module for a start this lesson about Note taking for me was the most interesting one because, me, as normal student, as usual I just wrote full normal sentences which I heard from lecture. Sometimes I didn't manage to write everything and also I did not heard what teacher is saying in the class because I was concentrated on what I am writing. But after this lesson I understood that there so many other possibility to write and to understand properly messages. I really appreciate how lecture explained every methods of note taking and encouraged me to use the best of them in my practices.

Throughout the lesson, on Note Taking I discovered tips on how to organize and optimize my note taking approach effectively. Beforehand I used to jot down information during lectures which

led to confusion when reviewing my notes on. From this session I picked up methods like the Cornell Method and mind mapping along with the significance of incorporating headings, bullet points. Keywords, for a coherent information arrangement.

Through this encounter I've learned that good note taking goes beyond jotting down details; it involves digesting and comprehending the content well. It has motivated me to engage actively in listening sessions to discern aspects and craft notes that facilitate a grasp of the material rather, than mere memorization.

This lesson really helped me grasp the material, in the module by teaching me skills I could use away. I found that I could get more involved in the lectures and readings by picking out concepts and linking ideas together better. Taking notes has also made it easier for me to get ready, for assignments and exams because my notes are now organized and detailed for review.

One of the things I've gotten better at is. Summarizing information consistently over time. I can quickly pick out the points. Grasp the overall layout of the material more effectively. However I could work on my skill, in capturing discussions or debates in lectures. At times I tend to get too caught up in jotting down every detail that I might overlook nuances. My goal is to enhance my capability to summarize and blend information efficiently by honing my active listening skills and practising paraphrasing techniques.

Looking back on my journey far makes me realize how much I've developed beyond mastering note taking techniques to enhancing my entire learning method as a student. The transformation has made me more proactive, in planning and reflecting on my studies. I've come to appreciate

that successful learning encompasses being well prepared for classes eagerly engaging with the material and consistently revisiting what I've learned. These abilities have boosted my self assurance. Empowered me to take charge of my journey. While progressing in the programs journey of me I'm dedicated to enhancing these abilities and overcoming my limitations to evolve into a self proficient learner.

Taking notes has played a role, in my learning process during this module course. It has highlighted the significance of effective note taking methods. Emphasized the importance of grasping and remembering information. By utilizing strategies, like the Cornell Method and mind mapping I have witnessed enhancements in my approach to attending lectures and reviewing materials. This practice has not enhanced my ability to structure my tasks but has also boosted my self assurance as a student. Through this experience I've discovered my knack, for organizing information. Realized the importance of hanging my ability to summarize in intricate conversations. This learning opportunity has positively impacted my academic development equipping me with the tools to grow into a self thoughtful, and efficient learner not just within this program but also, in the future.

Conclusion

After going through the lesson, about taking notes and the Academic Skills module as a whole I can see that I've made some headway, in how I learn. The note taking techniques I've picked up have really enhanced how I record and structure information, which has made my study sessions

more productive. In a sense the module has also boosted my skills in writing, critical thinking and managing my time effectively. Now I feel more self assured and capable when it comes to handling my studies. Even though I acknowledge my strengths, in presenting information clearly organized material I understand the importance of enhancing my skill in simplifying concepts further. In general this course has laid a groundwork for my achievements, in academics and personal growth.

References

- Royal Holloway University of London, 27 feb. 2023, *How to write a reflection paper*, accesed 13 April 2025, <https://www.rhulisc.com/blog/how-to-write-a-reflection-paper>
- The Open University, 2024, *Note taking techniques*, accessed 26 April 2025, <https://www.utc.edu/enrollment-management-and-student-affairs/center-for-academic-support-and-advisement/tips-for-academic-success/note-taking>
- Pauk, Walter; Owens, Ross J. Q. (2010). *How to Study in College (10 ed.)*. Boston, MA: Wadsworth. Chapter 10 pp. 235-277