



PATRICIA Z. EMBALO

LCLM 4001

Academic Skills



APRIL 27, 2025

Lecture: Sylvia Hoffmann

Table of Contents

Table of Contents	1
A reflective account of development based on the Academic Skills Module.....	2
Analysis and Personal Reflection	2
Conclusion	3

A reflective account of development based on the Academic Skills Module

This reflective report examines my learning journey and academic development throughout the first term's Academic Skills module. Time management and referencing together with academic writing, paraphrasing, critical thinking and reflective practice formed the essential academic competencies which were taught in the module. A key skill supporting my transition to university-level coursework was introduced each week throughout the module. These sessions provided insight into my strong and weak points by showing where I needed improvement in using critical thinking effectively and in writing consistently. This paper evaluates the impact of these elements on my study routines and classroom confidence and my progression as an independent learner.

Description of experience

Time management formed the first module, I quickly noticed that my previous study habits had been very disordered. I struggled with consistency but learned to use weekly planners and set goals to handle my workload effectively. Week 3 taught us Harvard referencing and research techniques, which showed me how scholarly databases improved the quality of my research. The process of accurate referencing required a lot of time and work, especially when I needed to use complex citations. During Week 4, the academic focus moved to writing assignments along with paragraph structure. I focused on creating logical connections between ideas and better structuring my arguments, but I struggled to remove informal language. The concept of paraphrasing presented itself as more complicated than I had expected in Week 5. I faced difficulties while rewriting Task 1 because I struggled to preserve the original ideas in my own words. Summarising in Week 6 allowed me to express myself more concisely, yet I sometimes added too much detail. Task 2 in Week 7 required reflective writing, which provided valuable learning that required me to evaluate my performance more analytically. The material presented in Week 8 about reports and source integration enabled me to begin critically evaluating academic arguments instead of just summarising them.

Analysis and Personal Reflection

The module reflection produced essential themes about building a critical academic voice and understanding academic conventions understanding and improved time management skills. Time management presented a major development area where I experienced significant growth. My ability to handle time improved through planner use and weekly goal setting, which helped me organise my overlapping deadlines while scheduling my study periods. The new time management system provided me with greater control of my academic tasks while reducing the anxiety that came from working on last-minute assignments. Research work demonstrated significant advancement throughout this period. I located more suitable sources through the university library databases, which enhanced the quality of my work. My writing structure improved through activities that focused on logical argumentation and paragraph organisation. Through these improvements, I achieved the ability to write more coherent and clear essays. However, I also had difficulties. My difficulties emerged most strongly when paraphrasing and referencing because I stayed too close to the original text or drifted too far from the intended meaning. The experience revealed to me the importance of academic integrity alongside the need to transfer ideas into my own words without distorting their meaning. The Harvard citation system proved difficult for me to manage especially when dealing with multiple authors or unidentified formats. Even though I understood referencing principles it took me time to master their correct implementation which often caused confusion. I experienced noticeable development throughout the module even though I encountered obstacles. The reflective writing activity during Week 7 enabled me to evaluate my progress more authentically. Reflection became more than just backward assessment as I learned to detect patterns in my learning and discover possibilities for personal advancement. The self-assessment process allowed me to identify my planning

abilities along with my organisational skills and my ability to learn new academic methods, yet it also revealed areas for development, including maintaining consistency in my academic writing and strengthening critical thinking abilities across my assignments. Academic abilities function together as a connected system, which was my key learning from this course. The combination of research skills and time management helped me enhance my work quality while also improving my assignment preparation. Through reflective writing, I managed to review what I learned while also creating strategies for future development. The three components functioned together to enhance my total academic development. Through visual planning tools and breaking projects into smaller workable pieces, I found the best conditions for my work. My academic performance has started to improve because of regular practices, which include self-review along with goal setting, receiving feedback from peers. The challenges I still face, particularly in referencing and critical writing, have evolved from obstacles into educational experiences which I embrace. Upcoming academic challenges now feel more manageable because I possess greater confidence in my abilities. I adopted a deliberate method for academic tasks, which prepared me to handle college requirements.

Conclusion

The Academic Skills module played an essential role in developing my academic foundation. Different tests and exercises allowed me to develop essential skills which include time management and academic writing together with research abilities and self-assessment capabilities. The areas of paraphrasing and referencing and critical thinking present opportunities for improvement but these difficulties have provided meaningful educational opportunities. Through learning how skills connect I developed improved methods for academic assignment completion and acquired better understanding of my abilities and improvement needs while gaining confidence in my future academic performance.