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Reflective report on my learning experience in the Academic Skills Module

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Table of contents

1. Introduction.....	3
2. Description of experiences	3
2.1. Time management.....	3
2.2. Paraphrasing.....	3
3. Reflection and evaluation.....	4
4. Conclusion.....	5
5. References.....	6

1 Introduction

Reflective writing involves thinking critically about past experiences to better understand ourselves and improve future actions. It encourages active and conscious engagement with our feelings, strengths, weaknesses, and learning processes (University of Sussex, 2024). The purpose of this reflective report is to analyse my personal learning experience throughout the Academic Skills module. In particular, I will focus on two key topics that had a significant impact on me: time management and paraphrasing. These areas stood out to me because they challenged different aspects of my academic habits and skills. Time management aligned with my personal strengths, while paraphrasing pushed me out of my comfort zone. Reflecting on these experiences has helped me to better understand my learning process and how I can improve my academic performance in the future.

2 Description of experiences

2.1. Time management

What I found most interesting and impactful in this module were discussions and activities on time management and paraphrasing, as they directly connected to both my strengths and challenges. Organising time effectively was one of the most relatable and beneficial topics during the module. I enjoyed the lesson because I naturally like to plan, organise tasks, and manage my schedule. One strategy that we learned in class was the Pomodoro Technique. I tried it at home while studying and found it helpful in staying focused. It also helped me get started when I felt overwhelmed, as working in short, focused sessions allowed me to break down tasks and make progress without becoming overloaded with too much information (Birmingham City University, 2025).

2.2. Paraphrasing

In contrast, the topic of paraphrasing was more difficult for me. Although the idea was interesting and I understood its importance in academic writing, I found it challenging to express ideas in new ways using my own words. I believe this difficulty comes from my limited academic vocabulary in English, which made it harder to express my thoughts clearly, even when I understood the meaning. I could

paraphrase better in my native language, but in English, it required more effort. Still, I appreciated the challenge and tried to complete all the in-class paraphrasing exercises, even when they felt demanding. This experience made me realise how much more I need to improve my language skills.

3 Reflection and evaluation

Reflecting on the topic of time management, I feel confident in saying that this was a strength for me throughout the module. I already had good habits related to planning and organising my tasks, but learning new techniques helped me improve even further. I applied some methods while preparing for a class task and an independent study, and I noticed that it improved my concentration and reduced procrastination. Using a strategy like the Pomodoro technique, helped me balance academic work with my personal life more effectively. It gave a sense of control and focus, and I was able to manage my time without feeling overwhelmed. I believe my positive experience with time management confirms that I can take responsibility for my learning and manage my time independently.

On the other hand, paraphrasing revealed one of my main weaknesses: limited academic vocabulary in English. The exercises in class required us to rewrite academic texts in our own words, and this was difficult for me. Often, I understood the meaning of the original sentences but struggled to find suitable synonyms or alternative sentence structures. I noticed that I often repeated the same words or used vocabulary that sounded too informal for academic writing. This difficulty reflects that a good paraphrase must restate the meaning of the original text in your own words, not just involve changing a few sentences. (University of Cambridge, 2023) However, I did not give up; instead, I saw this as a challenge and an opportunity to grow.

Through practice, I began to learn some useful strategies, such as breaking down long sentences into smaller parts and changing the sentence structure instead of only replacing words. I also started using online tools and dictionaries to help me expand my vocabulary. Although I am still not fully confident in paraphrasing, I now feel more aware of the process and the skills I need to improve.

Looking at my overall development in this module, I can clearly identify both strengths and areas for improvement. My ability to manage time, plan tasks, and

stay motivated is a major strength that has supported me in all other areas. However, my academic writing skills, especially paraphrasing, need further development. To improve, I plan to read more academic texts in English, create a vocabulary journal, and continue practising paraphrasing with feedback.

This module also helped me grow as a learner. I have become more reflective and aware of my own learning process. Before, I often studied without thinking about how I learn best. Now I understand that being aware of your learning strategy and being open to change is just as important as the content itself.

4 Conclusion

In conclusion, this module has had a positive impact on my academic and personal development. I have strengthened my skills in time management, and I have taken important steps toward improving my paraphrasing abilities. The combination of familiar strengths and new challenges helped me become a more independent and self-aware learner. Although I still have a lot to learn, now I feel more confident and motivated to continue improving. I believe the Academic Skills module gave me the foundation to succeed in my studies and taught me the importance of reflection, persistence, and active learning.

In the future, I plan to apply these skills consistently in other modules and coursework. Time management will remain central to balancing deadlines and responsibilities, while further practice in paraphrasing will help me develop more advanced academic writing. Most importantly, this module has shown me that learning is a continuous process and that growth often comes from facing difficulties directly. I think now I am better prepared to approach future challenges with resilience and a proactive attitude.

5 References

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