

Luke Rees - Assessment 1 Portfolio

by Luke Rees

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Website

<https://lukeprees4.wixsite.com/luke-rees---creative>

Zander Letter

Dear Mr Zander,

At the end of this year's work, I have managed to greatly improve my ability to study and do course work in an effective and efficient manner. I have improved various aspects of my work to allow me to get more, better work done. This change in the way I approach my work has allowed me to get high marks in all my work done over the last year. In this letter I will go into detail about the different areas I struggled with at the start of the year and then explain how I improved them to benefit my work.

At the start of the year my work ethic consisted of getting small amounts of course work done in irregular intervals, as well as, using free time between lessons to work on course work. This wasn't sustainable as the amount of work I had to do required more time to be put into it.

I have improved my work ethic now as I now get at least two hours of work done every day. In addition to this, if I have a day where I haven't made any plans the I spend the day at the university library which has allowed me to better focus on my work away from the distractions presented at home. This has allowed me to better work on my course work throughout the last year and helped me in achieving my high marks for my course as my work has had a greater amount of time spend on it overall resulting in higher quality.

At the start of the year, I wouldn't work on my course work as soon as I got it, I would normally leave it a couple weeks which I considered free time as the deadline wasn't anywhere close to when I was first given the work. This resulted in me neglecting a lot of my work until the very end and then needing to rush out a finished product within a couple days of the deadline. I also wouldn't work very efficiently either; I would work for a few hours at a time with minimal breaks. This resulted in me consistently being burned out after finishing my work resulting in me not doing any more work on that day and the work done towards the end of the day was of a lower quality than that done at the start.

Now I allocate time in my day where I can focus on getting work done. I then divide this time into sections where I work for 50 minutes and take a break for 10 minutes which prevents me from getting burned out on what I am working on as I take consistent breaks to refresh my mind.

Finally, at the start of the year I couldn't set good goals for my course work. I would approach the course work as a whole goal which made tasks seem daunting and tedious to work on. This was another factor in me not working on course work until later in the term as I didn't know where to start on my various course works.

Nowadays, I split my course work up into smaller tasks to complete which allows me to approach individual aspects of my course work instead of one big task. This also helps me complete my course work more efficiently as I can tackle the most important work first and avoid working on anything that requires other aspects to be completed first.

In conclusion these changes that I've made has allowed me to achieve high marks in all my course work and will greatly assist me in any future work I need to do.

Bibliography

Website Research

The following are resources I used to inform the creation of my website:

V. Vuori and J. Jussila. "The 5C categorization of social media tools," in *Proceedings of the 20th International Academic Mindtrek Conference, AcademicMindtrek '16*, October 17 - 18, 2016, Tampere, Finland.

K. Ranson, "Home," *Katie Ranson*, no date. [Online]. Available: <https://katieransonworks.wordpress.com/> [Accessed: Nov. 20, 2022].

R. Half, "6 Tips to Make a Digital Portfolio That Pops," *Robert Half Talent Solutions*, Aug. 31, 2021, [Online]. Available: <https://www.roberthalf.com/blog/writing-a-resume/3-digital-portfolio-best-practices-how-to-make-a-portfolio-that-pops>. [Accessed: Nov. 25, 2022].

M. Park, "Game Art," *Matthew Park*, no date. [Online]. Available: <https://www.matthewparkart.com/other-work/game-art>. [Accessed: Nov. 25, 2022].

Zander Letter Research

The following are resources I used to inform the creation of my Zander Letter:

tzapinar, "Benjamin Zander - Work (How to give an A)," *Youtube*, Feb. 26, 2012, [Online]. Available: <https://www.youtube.com/watch?v=qTKEBygQic0>. [Accessed: Dec. 2, 2022].

R. S. Zander, B. Zander, *The Art of Possibility*, London: Penguin Books, 2002.

J. Jurkiewicz, "Giving myself an A — the letter to myself (2021)," *Medium*, Jan. 17, 2021, [Online]. Available: <https://jjurkiewicz.medium.com/giving-myself-an-a-the-letter-to-myself-2021-886b44946e63>. [Accessed: Dec. 2, 2022].

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GRADEMARK REPORT

FINAL GRADE

66/100

GENERAL COMMENTS

Instructor

1. Engagement With Literature Skills (66%)

A good amount of research has been evidenced in the submitted work – these research sources relate to both sections of the e-portfolio and adhere to IEEE format. This is good, as the more we normalise this method, the easier it will become for final year studies.

2. Knowledge & Understanding Skills (67%)

A good understanding of web design and content is evidenced in the work submitted. The site is very standard in its approach, but that is fine as the work should be the reason people visit, rather than the website around it.

An appreciation of the Zander letter concept has been evidenced in the e-portfolio, written in past tense and addressing some issues you have identified within your work ethic. This is good, as this would be the first step to addressing these issues, if you haven't started already.

3. Cognitive & Intellectual Skills (67%)

A good analysis of the challenges identified in the Zander letter has been submitted. You have identified methods of overcoming some of these in detail, which can now be used as a real-life action plan to enhance or improve your work ethic. It's important to note that you value 'down time' for breaks – this is absolutely essential if you want to

be successful.

4. Practical Application Skills (65%)

The website's design is simple and consistent, with navigation tools featured across all pages. This is good design practice – you should always be able to get from one part of a website to another in under three clicks (clicking on the bee to return to home is a nice touch)! Good work.

The Zander letter is written honestly and details some of the negative effects of procrastination. This is good as it immediately allows you to start working on potential solutions to these issues – in particular, breaking down large tasks into smaller goals or milestones is a really effective way of dealing with project work, as is the attempt to minimise distractions and perhaps change your environment. Try to follow this up with real action – if it doesn't work, use those critical thinking skills again and come up with other potential solutions.

5. Transferrable Skills for Life and Professional Practice (64%)

An e-portfolio containing all required sections specified by the brief has been submitted to Turnitin within the time specified.

The website submission builds on your existing brand designs – hopefully this will form a good foundation for self-promotion in the future.

The Zander letter is written well, with no significant spelling or grammatical errors.

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