

E-PORTFOLIO

Learning in the Digital Era

University of Wales

Trinity Saint David

Muhammed Uddin

Student Number-2242680

Abstract

The Abstract serves as a concise summary of the entire report, encompassing the principal aspects, discoveries, and deductions. This document is intended for individuals who require a rapid comprehension of its core content. It functions as a self-contained unit that can be understood without reading the report. The introductory section of a report plays a critical role in establishing the initial perception of the report's substance, providing valuable indications regarding the report's significance and calibre. Based on this overview, the reader may determine the necessity of delving into the particulars. Despite being positioned at the beginning of the report, it is customary to compose this section at the end to guarantee a precise depiction of the material. (Alspach, 2017)

Introduction	4
Literature Review	4
Methodology	4
Findings/Results	5
Analysis / Discussion	5
Recommendation	5
Conclusion	6
References	6
Appendices	6
Academic Writing	7
Critical Analysis	8
Video on	9
References	10

Terms of Reference

Requested by Christian Felices for the programme “Certificate of Higher Education Skills for the Workplace”. This report includes the tasks required for the e-portfolio which includes the importance of academic writing, critical writing, and a sense of place and identity. This work was written by myself, and submitted on 21st June 2023

Introduction

The section labelled "Introduction" within a report holds significant importance as it furnishes readers with contextual information. The introductory section provides a comprehensive outline of the subject matter, the goals of the report, and the concerns that will be tackled. The primary purpose of the introduction is to capture the reader's attention, establish the significance of the research, and present an overview of the report's organisation. Incorporating an introduction is crucial as it facilitates the comprehension of the report's objectives, extent, and the knowledge it can gain. A skillfully composed introduction may be necessary for readers' comprehension of the report's core message or lead to a lack of engagement. (Ammon, 2023)

Literature Review

The "Literature Review" section within a report comprehensively examines previously published academic literature about the subject matter being discussed. This critical segment establishes a contextual framework by illuminating the pre-existing knowledge foundation and pinpointing areas of deficiency or contention. By presenting this contextual framework, it provides a rationale for the investigation or endeavour. The review establishes a connection between the report and broader discussions in the discipline, thereby enhancing intellectual consistency. Researchers can prevent unwarranted replication by critically evaluating prior research, establishing the methodological framework, and influencing the analytical process. (Naepi, 2023)

Methodology

The "Methodology " section within a report offers a thorough exposition of the methodologies and procedures employed in research or analysis. It details the research design, tools, participants, procedures, and statistical techniques, offering a clear study roadmap for replication or validation. This particular segment holds significant importance as it enables other researchers to assess the dependability and accuracy of the results. The systematic approach employed in data collection reinforces the study's credibility. Documenting the research process is essential in promoting transparency and accountability and enabling critical evaluation of the research design. This is particularly important for maintaining academic rigour and scientific integrity. (Bhaskar & Manjuladevi, 2016)

Findings/Results

The section labelled "Findings/Results" holds significant importance in a report as it presents the data or information obtained from the research or study. The text provides an impartial and factual account of the findings, imparting comprehension to the audience regarding the investigation's revelations or the undertaking's achievements. The purpose of this section is to present empirical evidence that either supports or refutes the hypothesis or project objective. The dissemination of this information is of utmost importance as it serves as the fundamental groundwork for the eventual deductions, suggestions, or remedies put forth in the subsequent report. (Annesley, 2010)

Analysis / Discussion

The section on Analysis or Discussion is paramount in interpreting and extracting insights from the results. The present study endeavours to examine the significance of the findings by situating them within the ambit of the aims explained in the introductory section, thereby delving into the 'what does it mean' facet of the results. The text leads the reader through a systematic approach to comprehending the ramifications of the results, their contributions to the current body of knowledge in the discipline, or their potential to provide pragmatic resolutions to the issues under consideration. (Annesley, 2010)

Recommendation

The section titled "Recommendations" in a report presents proposed courses of action informed by the analysis or findings presented. This holds significant importance in the report, as it is a crucial link between comprehending the data presented and its pragmatic implementation. The above statement elucidates that decision-makers are provided with potential solutions or subsequent actions through guidance. The recommendations above have been derived from the empirical data or insights acquired during the research procedure. Excluding this segment would result in the report emphasising issues or observations without enabling progress. Fundamentally, the process guarantees the efficacy of the report by converting observations into operational measures, augmenting strategic planning and decision-making. (McGregor, 2018)

Conclusion

The section labelled "Conclusion" within a report succinctly synthesises and unifies the primary discoveries, thereby furnishing a thorough comprehension of the study's ramifications. Reinforcing the purpose and arguments of a report helps readers recall the primary points presented. Significantly, it also delineates proposals, counsel, or additional domains of investigation, thus furnishing a perception of conclusion. The interpretation of data is a crucial element in research as it assigns significance to the study's outcomes, facilitating informed decision-making. Therefore, the conclusion serves to summarise the fundamental aspects of the report and direct subsequent discussions. (Barrass, 2015)

References

Including a "References" section in a report is of utmost importance as it furnishes a comprehensive inventory of all the resources consulted during the research. This segment maintains academic integrity by appropriately attributing authors whose concepts, information, or reasoning have been incorporated, thereby recognising their input. Citing sources serves the purpose of averting plagiarism, showcasing the extent of the investigation, and providing evidence to support assertions presented in the document. Furthermore, it enables readers to conduct further research on the subject matter by referencing primary sources. Including a comprehensive and precise References section is a crucial aspect of scholarly writing, as it bolsters the report's reliability and authenticity. (Davies, 2011)

Appendices

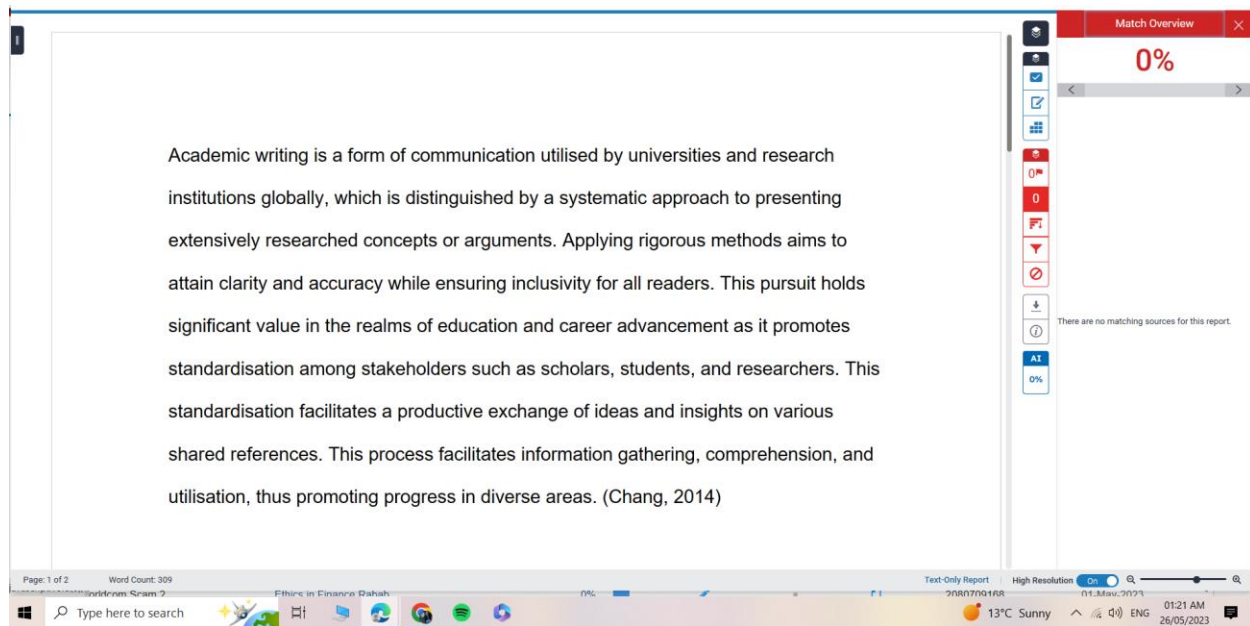
The section labelled "Appendices" within a report serves as a designated area for presenting comprehensive and supplementary information that bolsters the primary content. This information may need to be more extensive or intricate to be incorporated within the main body of the report. Possible academic rewrite: The supplementary materials that researchers may provide to support their findings can take various forms, such as unprocessed data, elaborate computations, detailed charts, verbatim transcripts of interviews, or intricate schematics, among other possibilities. This segment guarantees the direct report's brevity and concentration while granting entry to pivotal underlying or supplementary data. Including supplementary information serves the purpose of comprehensiveness, openness, and replicability, allowing readers to explore the topic further, authenticate the results, or gain a more profound understanding of the methodology and rationale. (George, 2022)

Academic Writing

Academic writing is a form of communication utilised by universities and research institutions globally, distinguished by a systematic approach to presenting extensively researched concepts or arguments. Applying rigorous methods aims to attain clarity and accuracy while ensuring inclusivity for all readers. This pursuit holds significant value in education and career advancement as it promotes standardisation among stakeholders such as scholars, students, and researchers. This standardisation facilitates a productive exchange of ideas and insights on various shared references. This process facilitates information gathering, comprehension, and utilisation, thus promoting progress in diverse areas. (Chang, 2014)

Furthermore, the development of critical thinking is deemed essential in academic writing. The cognitive ability required to develop a well-structured argument, present corroborating evidence, acknowledge opposing viewpoints, and create a cohesive and rational composition is considerable. This approach facilitates the development of critical thinking skills and enables writers to evaluate their work from multiple angles, thereby promoting cognitive advancement. Moreover, academic writing facilitates the development of research abilities. As mentioned earlier, the skillset facilitates the capacity to explore a subject matter, amass data, comprehend diverse perspectives, and subsequently integrate these components into a cohesive composition. Engaging in research enhances one's comprehension of a particular topic and hones one's research abilities, which can prove advantageous in academic and professional contexts. (Patriotta, 2017)

The competencies acquired through academic writing, namely rational expression, analytical reasoning, and efficient investigation, are exceptionally esteemed in a formal setting. The competencies above can be applied to effectively resolve intricate issues, exercise sound judgment, and articulate concepts and remedies cogently, all of which are indispensable in the corporate realm. Furthermore, academic writing cultivates a sense of rigour and reverence for the original ideas of others. The imperative of accurately referencing sources to prevent plagiarism instils in writers the significance of recognising the concepts and inputs of others. (Kuo, 1995)



Upon being tasked with writing about academic writing and then checking it for plagiarism, I experienced a sense of unease regarding the possibility of inadvertently duplicating someone else's work. Upon conducting a Turnitin assessment, it was observed that no similarity was detected, indicating my work's authenticity. This outcome instilled a sense of pride and self-assurance in my writing abilities. The acknowledgement above has provided valuable insight into adhering to academic protocols, encompassing appropriate citation techniques and articulating meticulously researched subjects distinctively and innovatively. In the future, I intend to adhere to these principles to ensure that any forthcoming accomplishments genuinely reflect my intellectual contributions.

Critical Analysis

Critical analysis, also called critical thinking, is a complex cognitive process that entails identifying, assessing, and synthesis of information from diverse sources to develop a logical assessment or comprehension of a specific idea, problem, or circumstance. The topic at hand pertains to evaluating the soundness of arguments and the dependability of information through utilising a collection of cognitive abilities that involve scrutinising assumptions, acknowledging prejudices, and comprehending diverse viewpoints. (Aizikovitsh-Udi & Cheng, 2015)

The significance of critical analysis cannot be overstated as it dramatically improves the calibre of output generated, regardless of whether it is in an academic, occupational, or personal context. Critical analysis facilitates a more profound comprehension and understanding of a given subject matter. It encourages individuals to delve deeper into the subject rather than merely accepting the information presented at face value. This results in a more comprehensive and refined

comprehension that can augment the calibre of output be it composing a scholarly manuscript, resolving a complicated issue in the workplace, or arriving at a significant personal verdict. (Kahlke & White, 2013)

Secondly, through critical analysis, individuals develop strong argumentation skills. The ability to construct and deconstruct arguments, discern fallacies, and distinguish between factual information and subjective viewpoints is imperative in cultivating a comprehensive argument. Enhancing the credibility of a work by grounding it in logic and sound reasoning is a crucial aspect of academic writing. The aptitude to perform critical analysis promotes ingenuity and originality. Individuals can generate novel ideas, methodologies, and resolutions by challenging established concepts and conventions and examining alternative viewpoints. The ability to think creatively and innovatively is of great value in enhancing the standard of work, particularly in domains that necessitate strategic planning and problem-solving. (Hadzigeorgiou et al., 2012)

Video on Sense of Place

<https://1drv.ms/p/s!As9IuuSNzPimgTxINJaZAxk6U7Ba?e=HSigYD>

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