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Academic Skills Reflection Report

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Introduction

A reflection report is an essay where you express your personal thoughts on a specific topic. As stated by the University of Cambridge (21 Jun. 2023), it requires examining how a book, experience, or academic lecture has shaped your perspectives and judgments. For university students, writing a reflection report is especially valuable, as it helps them review topics covered in class, strengthen their understanding, draw meaningful conclusions, and think about how to apply their learning practically. In this report, I will concentrate on note-taking and discuss the strategies that best assist me in managing university life.

Experience

During this modules activities to improve my skills I focused on the topic of Note taking that was covered in Week 2s lesson discussion. We participated in engaging exercises where we watched a video and took note of the points using note taking techniques. Although it was challenging to grasp everything at once I managed to capture most of the details. The University of Tennessee Chattanooga (2025) suggests that various methods of taking notes rely on comprehension and concentration skills and develop a note taking style that connects each piece of information or idea to others to aid in grasping the information from videos or speeches. The outcome of implementing this technique is truly remarkable because, by listening to the content in the video I was able to enhance my listening abilities and effectively grasp information through note taking practices. Through employing note taking approaches I can gain an understanding of subjects and simplify intricate information. For instance the Cornell Method offers a way to organize and summarize notes effectively eliminating the need, for rewrites. As, per a study from Cornell University, in 2020 discussed the approach of jotting down notes in the section. Then utilizing the left hand column to categorize each concept or detail with a keyword or concise explanation helps me in effectively structuring my ideas on paper and enhancing my comprehension overall.

Personal Reflection

In this section of the course material I was going through recently I came across the part about note taking that really caught my attention the most. In the past like a student I used to jot down sentences while listening to lectures, in an attempt to capture all the information shared by the teacher. However this method of taking notes often proved challenging for me as it made it difficult to keep pace with the lecture and at times I ended up missing points since my focus was, on transcribing everything word for word. It dawned on me that I wasn't always fully grasping or retaining the information being presented. Before attending this class session I hadn't grasped the variety of note taking approaches that could enhance my

comprehension of the subject matter. I used to believe that jotting down sentences was the effective technique, for retaining information; however upon being introduced to alternative strategies I came to appreciate that there are more effective ways to structure my notes. Upon familiarizing myself with these methods I came to the realization that concentrating on points and organizing my notes in a manner, to later comprehension is more beneficial. These techniques have really improved my ability to grasp the content efficiently. The teacher did a job explaining note taking techniques that really opened my eyes to how I can enhance my skills in this area! One particular method that caught my attention was the Cornell Method; it never occurred to me before to divide my page into sections. One, for notes and the other for key words or summaries, on the left side of the page! This approach has significantly improved how I organize my notes; it saves me from having to rewrite them. Its really helped me with going over the content and finding key details fast whenever I require them. Another approach that I've discovered to be beneficial is the practice of mind mapping. It has assisted me in visualizing the connections between ideas and simplifying the comprehension of subjects. I've incorporated diagrams into my notes lately. It has significantly improved my retention of information. Moreover, it enables me to grasp the interconnections between concepts, which proves handy when tackling assignments or getting ready, for exams. Listening attentively during lectures has been a lesson, for me too! Previously I would be too caught up in taking notes. Might have missed out on truly absorbing the teacher's message at times. Now I make sure to prioritize grasping the points and use shorthand to jot down concepts swiftly. This shift has helped me stay more engaged in class discussions and improved my understanding of the content significantly. The way the teacher explained methods and motivated us to experiment with them was truly helpful to me. I feel more self-assured now in my note taking abilities. Understand the significance of selecting a method that suits me best. I've begun noticing the advantages of employing these techniques in my studies. I'm eager to enhance my note taking skills further. This class has really altered my approach to studying. I have equipped me with strategies to be more structured and effective, in my learning endeavors

Conclusion

Finally wrapping up the discussion, on the topic at hand. Jotting down notes emerges as a skill that significantly boosts learning and memory retention abilities for individuals seeking to enhance their journey. Exploring approaches like the Cornell Method and mind mapping unveils strategies for structuring thoughts coherently and emphasizing essential information

while establishing connections, between ideas. These methods not enhance the organization and clarity of notes. Also facilitate easier review and studying in the future. Engaging in listening during lectures and focusing on grasping concepts rather than attempting to transcribe every detail can result in enhanced understanding and more streamlined note taking processes. By trying out techniques and strategies in their studies, students can discover the method that works best for their learning style and requirements. In general, becoming adept, at taking notes is a skill for achieving success, in academics and retaining knowledge over the long term.

References

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