

Module Name: Academic Skills

Module code: LCLM 4001

Task 3: Reflective report

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Introduction

Skill is the term that defines the abilities that an individual possesses, which provide them with the necessary support they need to execute certain activities (Rohm, Stefl and Ward, 2021). Developing specified skills is more crucial for students in order to achieve academic success, as those abilities can be used to overcome different challenges and ensure maximum performance (Gonzalez-Perez and Ramirez-Montoya, 2022). So, in this report, I will discuss certain skills that I have been able to acquire through the module and sources that I used to enhance my level of comprehension. Furthermore, I will also reflect on how I have been implementing the things that I have learned with the help of those resources.

Skill 1: Communication

The primary skill that is crucially needed for every individual, regardless they are students or professionals, is the communication skill. Communication is the ability to exchange information or express through and emotions to others without creating any confusion (Tong, Uyen and Van Anh Quoc, 2021). This was the first skill which I have been able to develop with the help of this module. This skill came in handy in all situations, from the classroom to group assessments, and it is also highly valuable in a professional context. That is why I am dedicated to further developing my communication skills. That is why I engaged with available resources online, one of which was a journal tailored to this particular skill. The title of the journal was "Communication Skills among University Students". The authors discussed the skill in detail, along with the challenges that an individual can face during its development, how they can mitigate those challenges, and effectively develop communication skills (Ansari et al., 2022). For its detail-oriented manner and strategies of communication, the enlightenment it offered was the reason I chose this particular source. Learning from the source has impacted my learning journey positively, as I have been able to utilise things that I learned during academic assessments. For instance, I use communication strategies such as Feedback during group projects to not only increase my contribution to the activity but also improve the overall quality of our work.

Skill 2: Time management

Time is a very valuable thing in the current landscape, as Wolters and Brady (2020), stated, time is a luxury that none can afford. People are becoming more accepting of different things as time goes by, despite having limited time. That is why using one's

time wisely is crucial, especially during academic life, where many individuals waste their time due to a lack of proper management. The reason is that in academic life, students have to handle multiple tasks all at once, which can make time management difficult. That is why I focused on this matter and developed the ability to effectively manage my time. This allowed me to complete all the assessments and learning activities that I had been a part of during the module. However, I was aware of the fact that there was more to learn, which is why I engaged with resources outside my academic. That was how I came across a journal article called “Improving Students' Performance with Time Management Skills”. Though there were a lot of different articles available on the topic of time management, only a few, including this one, talked about the perspective of a student (Wilson, Joiner and Abbasi, 2021). With the help of this article, I was able to understand different methods and frameworks that can be used to effectively manage time as a student. For example, with the help of this source, I was able to learn about task prioritisation and scheduling, which I created and used for effective time management during my studies. This allowed me to drastically improve my performance as a student of the module.

Skill 3: Problem-solving

Academic life can be full of challenges as students constantly face different problems during complex assessments. That is why the ability to effectively solve problems is also considered to be a core skill for a student to have. This is the ability to identify a problem, come up with effective solutions for the problem (Gonzalez-Perez and Ramirez-Montoya, 2022). I was able to acknowledge the requirement of this skill as I progressed through the module, because the assessments gradually became harder, creating challenges and problems that I needed to address. So, I worked harder, and with the help of my peers and mentors, I was able to acquire the skill of solving problems. Although I was able to identify the problem and the causes effectively, I was unable to come up with a solution with high efficiency, which kept my achievements limited. That is when I came across the journal “Problem Solving Skills: Essential Skills Challenges for the 21st Century Graduates”. This particular journal provided me with in-depth insights regarding ways to effectively identify problems and effective solutions (Bariyyah, 2021). There are many relevant strategies and frameworks which are being used worldwide, some of which I adopted, allowing me to address the problems that I faced with higher efficiency, improving my academic progress and performance. For

example, I started to often use the work backwards strategy, which allows me to not only identify the problem and the root causes but also allows me to create effective solutions to those problems.

Conclusion

To conclude, academic skills are crucial for an individual willing to learn and develop themselves, as they can help in the process of completing different necessary learning activities. Over the years, I have worked hard to develop my competence, and this continued during this module, which allowed me to gain communication, time management and problem-solving skills. These are core skills that every student should have, so to further enhance these skills, I used resources such as journals and books to learn different strategies and methods related to these skills, which further improved my level of competency.

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