

## Weekly Reflections

### Instructions

Every week it's important to reflect on your work. Think about the work you have done in class, in your groups and on your own. How do you feel about your progress this week? What kind of strategies have you employed? What did you find most useful? Are there any areas you struggled with?

You will share your reflections with your group and may be able to help other students with information and strategies they would find useful, or find out from them ideas that help you. You will also discuss your reflections with your tutor during tutorials and agree upon action points to help you. So, it is important to spend time on your reflections and organise them in a helpful way.

### Organising Reflections

1. Create a new page in your notebook, or document on your computer, for your reflection each week.
2. Write 'Reflections Week No. \_\_\_' as your title.
3. Copy the questions below, leaving space to write your answers.
4. Look over the work you've done during the week and think carefully about your answers.
5. You can write your answers as paragraphs or in note form. Don't just concentrate on the negatives, note down the things that worked well. You could use different colours to highlight questions or points you'd like to discuss.
6. When you discuss your reflections with your group, note down any useful ideas other students might give you.
7. After your tutorial discussion, add the agreed action points to the end of your document. You can think about whether you achieved these in your reflection next week.

### Reflection Questions

#### Section 1: My classes this week

1. What did you enjoy most this week? Why?
2. What did you find most challenging/difficult this week? Why? How could you work on this area?
3. What did you find most helpful this week? Why?

#### Section 2: My work this week

1. What written work did you do this week? How do you feel about it? What do you need to work on? How can you do that?
2. What individual speaking tasks did you do this week? How do you feel about them? What do you need to work on? How can you do that?
3. What listening tasks did you work on this week? How do you feel about them? What do you need to work on? How can you do that?
4. What reading texts did you work on this week? How do you feel about them? What do you need to work on? How can you do that?

5. What discussions did you take part in this week? Do you feel you contributed well? If so, why? If not, why not? What can you do to improve your contributions?
6. How have you contributed to group work this week? What have you learned from other members of your group? Can you think of any ways in which your group can work more effectively?
7. Did you use any particular study strategies (to make time for studying, or improve your study skills) this week? Were they useful? Why?

### Section 3: My aims for next week

1. What do you plan to do differently next week to improve your study skills?
2. What do you plan to do differently next week to improve your language skills?
3. What work do you need to complete next week for your final assessment?
4. How much time can you dedicate to your studies this week?

### Notes from your group reflection session

1. Are there any areas where we all feel we are struggling? Are there any areas or activities we would like to do more of in class?
2. Does anyone have any questions about work or the course?
3. Does anyone have any good tips/strategies they can share? (Put them on the class Padlet)
4. Does anyone have any good resources/websites they can share? (Put them on the class Padlet)

Share any good ideas you have on the class Padlet. If you want to, compose a group email to your tutor with any questions you can't answer or areas of difficulty which you'd all like to work on.

### After your tutorial

1. Note down the suggestions and action points agreed with your tutor.