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Reflection Paper 3

Individual Assignment Brief

Instructions:

- Font type: Arial, Font size: 11, Spacing 1.5, Justify your document
- Length: 3 A4 pages (excluding cover, table of contents and list of references)
- Submission via Pelopele on **Monday, 9 November 2020 by 10am**
- Upload the assignment via Pelopele (no assignment submissions via e-mail)
- Ensure that your name is in the file name for ease of reference
- Remember that this is a requirement for certification and graduation
- Apply the professional business writing skills received from Dr Sharon King Gabrielides, in order to meet the requirements of an academic assignment
- Use the Harvard referencing method (in-text and listed at the end) when referring to academic material or facilitator presentations

Should you have any questions, please contact your Programme Director, Dr Gené van Heerden on gene@Henleysa.ac.za

Programme:	Multichoice Work Readiness Programme
Module Name / Title:	Individual Reflective Paper: Block 3
Submission date	9 November 2020 by 10am

Reflective papers enable you to intentionally revisit the learning and identifying opportunities for personal development. Between blocks we want you to apply your learning to your life and work. Your assignment will be treated as confidential and you are encouraged to be candid in your reflection.

In your final reflective paper, we would like you to reflect on the programme as a whole and share **your key learnings**. Explain why these learning resonated or challenged you and discuss what you will do with these learnings. Discuss **practical examples** (life/work) where these learnings met, served and challenged you to respond or behave differently. Remember the aim is to **change your own behaviour** over time to serve you, those you work with and Multichoice as a whole.

Write a reflective assignment that includes the following:

1. Briefly **introduce** this paper.
2. Discuss the **key learnings** taken from the overall programme and explain why these learnings are valuable for you.
3. Please use **practical work/life examples** to explain where these learnings met, served and challenged you during this programme.
4. **Next steps**, craft your own personal value proposition and develop your own **plan of action** that focus on the timelines **NOW, NEXT and FUTURE** to assist you in building your personal brand.
5. **Conclude** the assignment.

Due date: **9 November 2020 via Pelopele**

Rubric:

Headings	Weight
Introduction A strong answer will clearly and concisely introduce this assignment.	5
Key learnings of the programme A strong answer will demonstrate good insight into the concepts and a clear explanation of why it resonated with you.	30
Practical work/life examples A strong answer will share good and specific practical examples with a focus to change your own behaviour.	20
Next steps A strong answer will clearly share your personal value proposition and discuss a clear plan of action to take ownership of building and developing your personal brand.	30
Conclusion A strong answer will clearly express your learning taken from the programme.	5
Assignment details A strong answer will be well organised and structured to meet the requirements of a professional document.	10

Multichoice Work Readiness Programme - Block 3

Name	
Company	
Assessment Title	
Date	
Facilitator	

Plagiarism Declaration

I declare that this coursework is entirely my own work and does not include any plagiarized material. All sources that were consulted to compile this document have been referenced appropriately.

Full name:

Signature:

Date: