**My action plan**

First, I will register in online engineering classes through sites like Skillshare so that I can learn more about my subjects and identify which skills and knowledge I lack, then conduct research and practise the skill or knowledge I lack. Second, I will take some refresher courses in maths, physics, and chemistry to prepare for my Engineer course because it is been three years since I have used them, and I have forgotten a lot, and in Engineering, I will learn and use those three subjects a lot, which will help me not to be overwhelmed in this course to have more free time to prepare other subjects. Third, I will join the RMIT Engineering group on Facebook to ask the seniors about my problem that I am facing in my course and the way to solve it. Fourth, I will watch new engineering on the Internet, such as Youtube or National Geographic, to keep up with the latest developments in engineering. Fifth, I'm going to try to improve my perseverance because I see myself as an impatient person who makes erroneous work decisions. As a result, I'm going to try reading every day to improve my perseverance, with the goal of reading one book per week. Sixth, I'm going to practice focusing. During class, my mind wanders and I am unable to concentrate, resulting in some lecture knowledge being lost. To achieve this, I will exercise my brain by playing Sudoku, improving my sleep, and reducing my use of the iPhone. Those actions will assist me in achieving a high grade in my next Engineering class.

**My GITHUB Link**: <https://github.com/MTP100/Science-and-Technology>

**Appendices**

**Reflection 1,April 26, 2022**

After finishing my previous course and taking a long break, I returned to school and began studying a new course called Introduction to Science and Technology. During that one-and-a-half-week period, I was introduced to all current science programs, as well as how many credit points are required to graduate, and how to obtain those credit points while avoiding plagiarism with the help of a library and school service. In addition, I learn about some of the key teachers and staff members in the Science and Technology department so that I can get helpful advice. Mr. Jonathan Crellin, the lecturer in the Introduction to Science and Technology course, leads us into a computer lab room and teaches us how to operate in it. He also asks us about our major course and motivates us to choose it, and then we talk with each other to learn more about each other. He also stressed the importance of plagiarism penalties, which can lead to expulsion from school.  In the third lesson, Miss Trang, a library staff member, comes to tell us how many books we have in our library school that we can borrow and to teach us how to search the library online faster so that we can come up with a lot of ideas for our essays while avoiding plagiarism.

Understand how to make the most of my school's and library's resources in order to get a good grade on my essay and avoid plagiarism. It surprises me that our school library has many tools and books that I am unfamiliar with that can assist me in locating the academic resources I require. Searching for an accurate academic question is now faster, easier, and more reliable. All of this is possible because I studied those tips in depth during this course.

This service, I believe, will be beneficial throughout my degree as well as in my future professional and personal lives. I'll use it in my degree studies to find a reliable academy answer to my question in my course project. In my work as a company engineer, I'll use the resource to design the robot that our company and investors desire. Before I jump into work, I will continue to use those services to improve my skills and knowledge about new modern technology that is expected to be needed.

**Reflection 2, May 5, 2022**

During the one-and-a-half week, I learned more about how to write a proper essay by synthesising ideas, paraphrasing and summarising the idea, and constructing a logical argument in the first lesson. After a break for International Labour Day, I learn more about verbal presentation in the second lesson by analysing and critiquing different presentation styles and learning how to engage with the audience. Teacher Peter Farrell, a guest lecturer from the Learning Advising Team, teaches the two lessons. He tells us to divide into three groups and discuss and take notes on each other's ideas in order to paraphrase a sentence. In the first lesson, my group and I were unable to collaborate, and we had a minor disagreement with others, causing our work to be late and inferior to that of other groups. Because I was embarrassed, my group and I worked together on the second lesson to prepare a good presentation. It felt fantastic to finish this together.

Learning how to paraphrase a sentence and getting a good idea of how to prepare a good presentation is critical in this course and in the future. This lesson establishes the foundation for new writing and thinking skills. To paraphrase an essay, I now know that I don't have to paraphrase the entire essay; instead, I can paraphrase a "chunk" of it to save time and avoid plagiarism. In terms of the presentation, I need to learn more about the preparation I need to do in order to give a good presentation, as well as how to engage the audience in order to communicate my idea and some important notes to avoid making mistakes when creating a slide.

Understanding paraphrases improves my writing confidence and allows me to write more quickly and with less plagiarism. It improved my writing and helped me overcome my fear of writing. In addition, by engaging with the audience to persuade them to accept my ideas, preparing a good slide, and using some good gestures and avoiding bad body language, I can learn a little more about how to give a good presentation.

This new knowledge, I believe, will be beneficial throughout my life. In my life, I will get an essay in a reliable manner by using paraphrases to maintain the main idea and avoid plagiarism, and it will help me feel more confident in presenting to avoid problems with slides and body language.

**Reflection 3, May 12, 2022**

This week's lesson taught me about the fundamentals and techniques of collaboration and teamwork, such as how to handle conflict in teams and how to track group progress in groups. Furthermore, I had a class audience about cyber security during this lesson. In the beginning of our Introduction to Science and Technology course, our teacher Jonathan Crellin explains what teamwork is and how important and beneficial it is in our future lives. In addition, I learn about four types of group work that I will encounter during my university years. Following that, I learn about five stages that I and my teammates will encounter during group work. After that, the teacher inquires about our previous group work and the difficulties we encountered while doing it. After a short break, Dr. Gareth Owenson of the University of Portsmouth (UK) gave a guest lesson on Cyber Crime in Microsoft Teams. In this lesson, I learn about a cyber-attack on Portsmouth University, and the lecturer explains ransomware attacks. I also learned about the dark web, and how the FBI used what device to track down users on the dark web. I take a personality test at the end of class to learn about my role in teamwork and to identify my strengths and weaknesses so that I can utilise them for group work in the final assignment.

Understanding what stage my group is at and how to handle conflict will be crucial in the next assignment's group work. It assists us in locating the problem and solving it logically and quickly so that we can complete the work perfectly and on time. In addition, the personality test will assist us in determining who or what is responsible for completing tasks in our project. This will help to reduce conflict and speed up the work.

One advantage of practising in this lesson is that it helps me understand my role in teamwork as well as my strengths and weaknesses so that I can apply them in group work. It also reduces my anxiety because I can now see what stage our group is in and plan accordingly. Knowing how to contribute to work in teams and how projects are completed gives me more confidence in the final assignment. Furthermore, having a better understanding of cybercrime can assist me in my professional life by reducing the likelihood of being attacked.

**Reflection 4, May 26, 2022**

I learned how to give a presentation using slides or video during the last two weeks of lectures, and I also had four guest lectures that taught me the basics of RMIT Science and Technology courses. In addition, we have the opportunity to try Microsoft Team's online learning for the first time in this two weeks. In the first half of the lesson, I had a guest lecture in Microsoft Teams that gave me information about the various main courses that our students choose so that we can learn and prepare, as well as my course, Engineering. In this lesson, I learned about the tools and equipment used in my Engineering course, as well as the differences between software and hardware and how they are used in my course. In the second half of the lecture, our teacher Jonathan Crellin explained how to use a website to create a slide or video for our presentation, and how to include enough information in the slide to meet his needs. I was both amused and exhausted at the end of the lecture because we learned a lot of new information that will be useful to me in the future.

Knowing what tools and equipment will be used in my course and how to use them will help me save time researching and preparing those tools, as well as learn more about software and hardware so that I can develop my career in one of those two areas. This will serve as a foundation for my learning in my course. Furthermore, knowing more about which websites can be used to create slides can help me in the future, as well as the information that I need to specify.

One of the advantages of knowing about those knowledge is that I can reduce the time to choose my study method and have more time to learn and understand what skills I lack so that I can start fixing them right away. This will give me more confidence in my decision to study engineering. Furthermore, with those skills, I can create a good presentation faster and with fewer issues in my presentation. This will be extremely beneficial to me in my final presentation. This new knowledge, I believe, will be useful as I begin my degree.