

# 5 pts Questions (50 points)

1. What did I do to prepare for this week?  
= I went through preparation material of this week which was on module on canvas.
2. What concept from this week are you uncertain of or would like to know more about?  
= I would like to know more how not to be nervous while speaking in front of people.
3. What topics were studied this week, and what are their definitions?  
= We all presented our presentation, in first day of the week (Monday) two groups talked about their project, on Wednesday it was our turn to talk, and we talked very fluently.
4. What phase of your projects did you complete?  
= There was no certain project, but we presented our project in front of class.
5. Summarize this week's scenario?  
= In this 13<sup>th</sup> week, we learned how to talk in front of people and got a chance to talk about our project.
6. What did I learn from the study material?  
= From this study material, I learned about how I can present in front of people about my project and how we can cooperate to do work.

7. Why is this week's topic importance?  
= This week's topic is important because our team along with classmates presented our project and it was fun to find out what they did and tell them what we did.
8. Where did you put your assignments in GitHub?  
= I put my assignment in my repository in the file name Technical-Teamwork-reflection.
9. What did I learn from the study material?  
= I learned how to present my project in front of others and how to work with others using this study material.
10. What insights did your team learn from this week's question?  
= We learned to express ourselves in front of the circle we have so that they can know how and what we are feeling and can help us and what we did.

# 10 pts Questions (30 points)

1. Write a SMART goal for next week?  
= I've listed a few of the same SMART goals for next week as well. I'll go to bed early, get up early, and drink a lot of water. Every day, I'll spend 20 minutes in meditation, and I won't use my phone for an hour before and after bed. I'll get together with my colleagues to discuss the future project. To stay healthy, I'll eat a new fruit every day. I'll be more open with my close friends and family about my feelings.
2. What would you do differently next week?  
= I'll be doing something unusual the coming week—I'll tell my buddies how I'm feeling. I'll strive to help my classmates trust one

another. I'll establish my priorities and work to achieve them. I'll evaluate my weekly performance and create a weekly schedule. I'll make an effort to balance my job and keep track of my to-do list. Even if I get stuck, I'll take pauses and remain cool.

3. What did I learn from the study material?

= I discovered the value of self-awareness and the necessity of improving oneself from the study materials. In addition to this, I learn to express myself in front of the people which was quite impressive. I discovered how crucial it is to express our things that we did and journey of that to understand how we are feeling and how it was actually. Additionally, I gained knowledge about the awareness that is necessary for us to progress and show ourselves in a confident and joyful manner in teams.

# 20 pts Question (20 points)

1. How do you plan on contributing to the teams, besides completing your tasks?

= I must contribute the following plans to the teams:

- I'll have respect for all of my teammates.
- I'll make an effort to get to know my teammates well so that I can understand how they are feeling and be of assistance.
- I'll be aware of my responsibilities and double-check with the rest of the team.
- I'll do my best to resolve things quickly and peacefully.
- I'll always be prepared to take the reins when called upon.

I promise to listen carefully to every colleague.

- I'll exercise patience and advise my teammates to do the same.
- I'll maintain my integrity and modesty throughout the endeavor.