## Reflective Report

**Due date**: Friday, Week 15 or as discussed with your Academic Supervisor.

**Time**: 5:00 pm

**Total Marks:** 10 **Weighting:** 10%

### 1 Purpose

The purpose of the reflective report is to provide an opportunity for students to think about their Project.

### 2 Task

Write a report of five to seven pages (about 3000 words) in which you:

* Show evidence of your critical thinking in examining aspects of your experience in completing this Project
* Give your evaluation regarding the application of theory in the work environment and in the organisation generally, if this is relevant to your Project.
* Indicate strong evidence of your self-awareness of the issues affecting you as you completed the Project referring to your personal growth, areas for self-development and personal achievements or failures – and how you dealt with it.
* Synthesise the learning journey through the presentation of a coherent and accurate reflection on the project as a whole.

Note: Focus on the issues and behaviours you encountered. Avoid blame.

### 3 Reflective Report Structure and Presentation

* Your reflection should be single-sided, 1.5 line spacing and a minimum font size of 12 points.
* High quality presentation is expected in terms of expression, language and spelling.

### 4 Marking Criteria

The Reflective Report will demonstrate that you can:

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| Criteria |
| * Critically analyse, evaluate and reflect on the relationship between your whole working experience and relevant paradigms, concepts or models. * How does theory relate to the industry practice you have experienced? * Comment on your host organisation in relation to its values, culture and dynamics. |
| * Reflect on what you have learnt about yourself during this process. * To what extent have you developed personally? * What new development objectives have you set for yourself as a result of your working experience? For example think about any further professional development you may do next. |
| * Write reflectively, in a style that engages the reader. * Link reflection to appropriate academic theory. * The content of your reflective report must contain more deep level reflection than superficial description and be structured logically. |