

Noah Lloyd
Reflection 5
Total: 90

- What did I do to prepare for class this week? (5 points)
 - To help me prepare for class this week, I read and studied up on the pre-class reading and completed the activities that I needed to complete. I read the articles about professionalism as well as gathered information to complete my user manual.
- What phase of the project did you complete? (5 points)
 - I completely finished the entire rough draft for the user manual. I answered the questions about my style, what I value, what I don't have patience for, how to communicate with me, how to help me, and what people misunderstand about me.
- Summarize the scenario for this week? (5 Points)
 - So far in the scenario, it is about Steven Hinkle. He does not take his job very seriously. He is very unprofessional and is on the verge of getting fired. He is late when going to help teachers at the school, forgets his ID, takes his lunch breaks whenever he wants. He is just overall not professional and serious with his job. He acts like he does not care even though he needs this job to have money for his family.
- Where did you put your assignments in GitHub? (5 Points)
 - I have put my assignments onto my GitHub Pages website. On the website, I have each assignment labeled, so once you click on the link, it will take you to that assignment, so you are able to view it.
- What did you learn from the study material this week? (5 Points)
 - This week, the study material was about the topic of professionalism. Being professional at work is super important. I learned in my readings that there are 11 ways that you can be professional at work
 - Respect company policy's
 - Be organized
 - Treat the company with respect
 - Be dependable
 - Have great communication skills
 - Dress well for the job
 - Be honest
 - Do not gossip at work
 - Have a positive mindset
 - Be punctual
 - Being professional while at work can make you a leader and people will look up to you. They observe your actions and things that you say.

- How did this week's scenario relate to this week's topic? (5 Points)
 - This week's topic was professionalism. In the scenario, we are reading about a man named Steven Hinkle. Steven has a job at a school district as an IT guy and does other computer related things. He is an example of someone that does not take their job seriously. He is super unprofessional. He lies, shows up late, is super rude to the people that he is helping and serving. He is not professional, and he is an example of how not to act when we have jobs or other scenarios that we must be professional at.
- Why is this week's topic important for teamwork? (20 Points)
 - With having professionalism in the workplace and working on a team, it will help to ensure that you have great first impressions. It'll also help build your reputation of being a professional and good worker and employee. You will be respected by your peers and coworkers and your boss.
- How do you plan on contributing to the team, besides completing your tasks? (20 Points)
 - I really want to contribute to the team by being professional and building respect and good relationships with all my team members so that we will be able to function well as a team together and get the things done that we are needing to complete together.
- What is the most significant take-a-way from your study this week? (10 points)
 - I think that the biggest take-a-way that I got from this week lesson is learning the ways that I can be more professional in the workplace and working on a team. It was interesting reading about the eleven ways and tips for being more professional in the workplace. I also liked doing the user manual because it made me think a little bit about myself and helped me learn also a little bit about myself from asking from others.