# Self Reflection Exercise

Now you have completed the OBT modules: showing key things that all civil servants should know, next is to turn your new knowledge into practice. We all must take every opportunity to put thought into action.

The first 10 min activity is being self-reflective, where you will answer some questions designed to help you consider achievable commitments you can set yourself.

The second part focuses on your commitment to act….

# Me and Data

Let’s start with you and the department you work in. It’s important to understand what your department is doing already……

Q - How confident are you in your understanding of how Data is used in your team/Department?

Scale 1-10 If your number is 5 or lower, take a moment to consider who you can speak to. If it was higher, then take a moment to find a peer and ask them their views on what your department is doing.

Q - following the OBT module you completed how important do you feel data is to you in your work?

Scale 1-10 - if less than 5 discuss this with your, line manager, if 5 or higher, what are your immediate priorities to build dat into your work?

Q - What data does your team collect regularly, who users it and how is it used?

Write your responses below (add box)

Q - What data is of the most importance to that of your Department and your team?

(add box)

Q - what in the OBT modules you completed resonated most strongly with you? Need a tick box for each module - can tick more than one

* AWARENESS
* ==============
* 1. Why should I care about data?
* 2. Data literacy can no longer be ignored
* 3. Data uses
* 4. 1. Collect data
* 5. 2. Read data
* 6. 3. Work data
* 7. 4. Analyse data
* 8. 5. Communicate data
* 9. Practice! Practice! Practice!
* WORKING
* ==============
* 1. Turn data into decisions
* 2. 1. Identify the problem
* 3. 2. Collect the data
* 4. 3. Transform into insights
* 5. 4. Validate the insights
* 6. 5. Transform into decisions
* 7. 6. Communicate the decisions
* 8. 7. Evaluate the outcomes
* 9. Practice! Practice! Practice!
* PRACTITIONER
* ==============
* Module 1 – Why data matters
* Module 2 – Why data is essential in all decision making
* Module 3 – Using data in storytelling
* Module 4 – Code of practice and how it can be applied to decision making
* Module 5 – Trustworthiness
* Module 6 – Data Quality
* Module 7 – New Frontiers
* Module 8 – Data ethics
* Module 9 – Next steps

Q - a) To what extent will your new or refreshed knowledge of data and its importance influence how you work?

Scale 1-10

Q - b) …how your team works?

Scale 1-10

# Your Commitments

What commitments can you make today which will have a

positive impact on your understanding and use of data? Try to think about what you can specifically do at work.

I will…… A box for each

I need help to….

The outcome i expect is…..