ASSIGNMENT 1 FRONT SHEET

Qualification	BTEC Level 5 HND Diploma in Computing		
Unit number and title	Unit 3: Professional Practice		
Submission date	09/12/2022	Date Received 1st submission	
Re-submission Date		Date Received 2nd submission	
Student Name	Le Tai Nhan	Student ID	GCD210460
Class	GCD1102	Assessor name	Ly Quynh Tran

Student declaration

I certify that the assignment submission is entirely my own work and I fully understand the consequences of plagiarism. I understand that making a false declaration is a form of malpractice.

	Student's signature	

Grading grid

P1	P2	P3	P4	M1	M2	M3	D1	D2

☐ **Summative Feedback:**   ☐ **Resubmission Feedback:**

Grade:	**Assessor Signature:**	**Date:**

Internal Verifier's Comments:

Signature & Date:

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A. INTRODUCTION

- The COVID-19 pandemic has clearly boosted user behavior on digital platforms and encouraged shopping on e-commerce platforms. The COVID-19 pandemic has made e-commerce floors a close companion, convenient and safe shopping channel for users, especially during the period of social distancing.

Figure 1: E-commerce has become a bright spot of the economy and supports Vietnamese people in many aspects.

- Consumers cannot learn about products directly before making a purchase: Unlike traditional shopping (consumers can see, hold, and evaluate products directly), online shopping restricts people from buying products. consumers in product evaluation. Consumers can only see product images through networked devices – often with the potential for dissimilarity to the actual product. In addition, accessing product safety and warning information is also more difficult than traditional shopping methods, especially when consumers view products through devices with small screens such as smartphones. phone. In some cases, consumers even skip the terms and conditions section because the screen is too small, while this section includes very important content related to exchange, return, delivery, insurance…
- We hold an event where they can come and learn ecommerce website development skills to sell fashion in general and shirts in particular
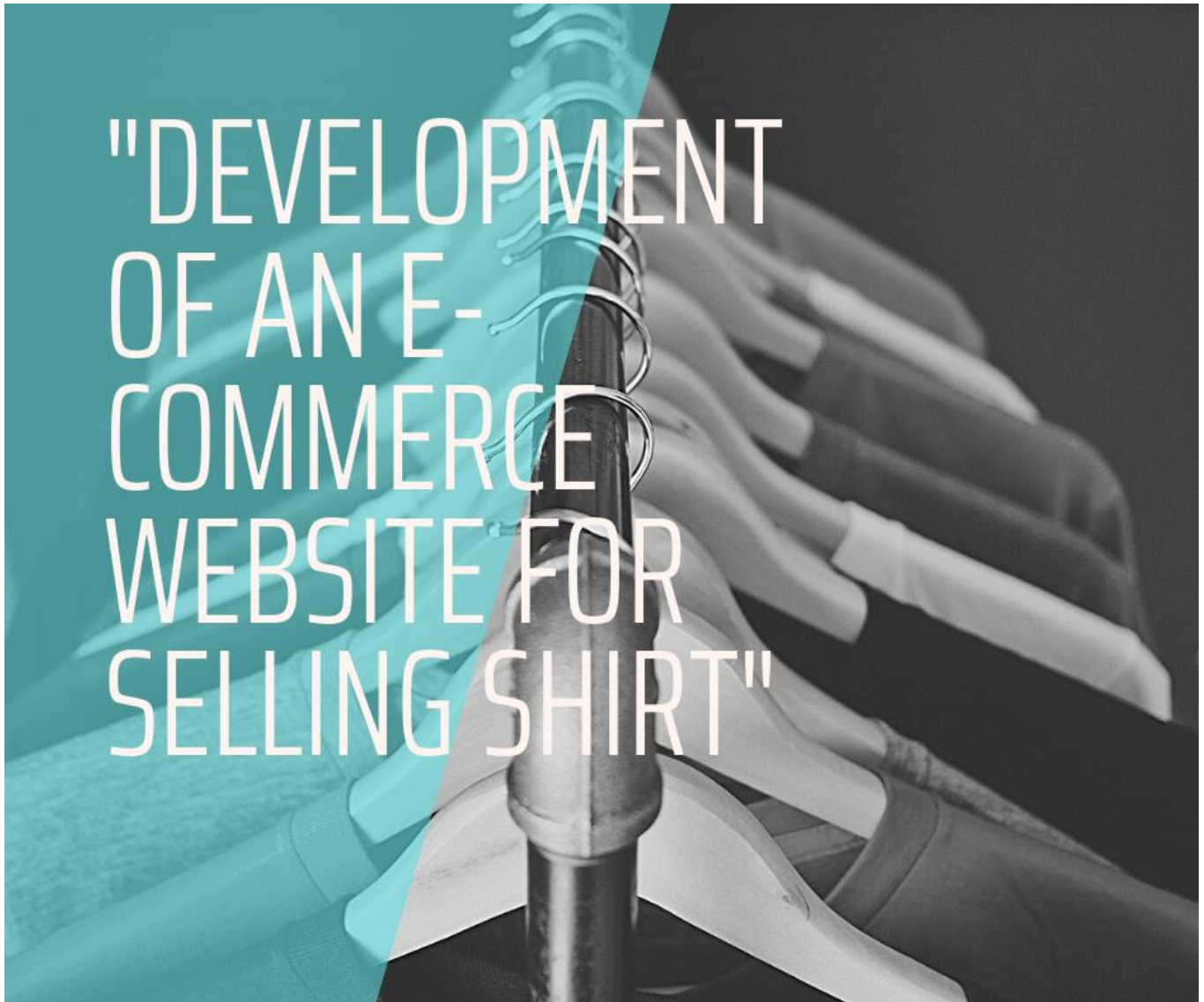
Figure 2: Development of an e-commerce website for selling Shirt

B. DEMONSTRATE, USING DIFFERENT COMMUNICATION STYLES AND FORMAT, THAT YOU CAN EFFECTIVELY DESIGN AND DELIVER A TRANING EVENT FOR A GIVEN TARGET AUDIENCE (P1)

I. Definition and the importance of communication skill

   1. Definition of communication skill

- The skills you utilize when offering and receiving various types of information are known as communication skills. Examples include expressing fresh thoughts, emotions, or even an update on your project. The four Cs of communication are listening, speaking, observing, and empathizing. Understanding the contrasts between face-to-face contacts, phone calls, and digital communications like email and social media is also beneficial. (Team, 2019)

Figure 3: Definition of communication skill

2. The importance of communication skill

- Strong communication abilities are beneficial in all areas of life, including work, relationships, and everything in between. From a commercial perspective, communication is the foundation of all interactions. To grasp information more properly and rapidly, both you and other people, you must have effective communication skills. (Team, 2022)

II. Verbal communication

- Verbal communication is when you or another person speaks out while interacting verbally. However, nonverbal communication is the exchange of information through gestures, emotions on the face, and body language. Text on a page is what written communication is all about (or in an email or Slack message). Every time you speak aloud to a coworker, whether in person or via Zoom, you are utilizing your verbal communication skills. (Kaplan, 2022)
- Verbal communication examples include:
    - Describing to a coworker how you go about collecting data
    - Presenting your project's final conclusions to the appropriate parties
    - Introducing a prospective customer to your brand
    - Providing immediate criticism for your teammate's presentation
    - Pursuing the issue and seeking clarification from your management
    - Praising a teammate's work and highlighting their accomplishments

III. Non-verbal communication

1. Definition

- Nonverbal communication, often known as manual language, is the process of conveying information without the use of spoken or written words. Nonverbal conduct may highlight specific aspects of a verbal communication, just like italicizing accentuates written material. (Nordquist, 2020)
- In their 1956 book "Nonverbal Communication: Notes on the Visual Perception of Human Relations," psychiatrist Jurgen Ruesch and writer Weldon Kees coined the phrase "nonverbal communication."
- Since ancient times, nonverbal cues have been understood to be an essential component of communication. For instance, Francis Bacon wrote in "The Advancement of Learning" (1605) that "the motions of the countenance and parts do not only so but do further disclose the present humor and state of the mind and will," adding that "the lineaments of the body do disclose the disposition and inclination of the mind in general."

2. Types of Non-verbal Communication

- **Facial Expressions:**
  - Incredibly large amounts of nonverbal communication are carried out through facial expressions. Think about how much information a grin or a frown can say. Often, before we hear what someone has to say, the first thing we notice about them is how they appear. (Cherry, 2022)
  - Even while nonverbal behavior and communication might differ significantly between cultures, happiness, sorrow, anger, and fear-related facial emotions are universal.
- **Gestures:**
  - Without using words, deliberate gestures and signals are a crucial tool for conveying meaning. Waving, pointing, and making the "thumbs up" sign are typical gestures. Other hand motions are arbitrary and culturally specific.
  - Given how effectively they may impact juror perceptions, nonverbal communication through gestures is so potent and influential that some judges set restrictions on which ones are permitted in the courtroom. An attorney could indicate that the other lawyer's case is tiresome by casting a quick peek at their watch. Or they can roll their eyes when a witness is testifying in an effort to discredit that individual.
- **Paralinguistics:**
  - Vocal communication that is distinct from spoken language is referred to as paralinguistics. This type of nonverbal communication includes elements like voice volume, intonation, pitch, and tone of voice.
  - Think about the significant impact that voice inflection may have on a sentence's meaning. Strong voice tones can cause a remark to sound enthusiastic and approved to listeners. The same words might express contempt and lack of interest when used in a hesitant manner.
- **Body Language and Posture:**

- Additionally, movement and posture can provide a lot of information. Since the 1970s, there has been a major increase in the study of body language, in part due to the over-interpretation of protective postures like arm and leg crossings in the media, particularly following the release of Julius Fast's book Body Language.
- Although these nonverbal cues might convey moods and attitudes, research indicates that body language is far more nuanced and less fixed than previously thought.

- **Proxemics:**
  - People frequently talk about needing "personal space." This is a crucial form of nonverbal communication that goes by the name of proxemics.
  - We require a certain amount of space around us, and we also view a certain amount of space as being ours. Social customs, cultural norms, contextual elements, personality traits, and degree of acquaintance are a few of them.

- **Eye Gaze:**
  - Nonverbal communication involves the eyes, and crucial indicators include glancing, staring, and blinking. For instance, your blinking rate and pupil size increase when you come across individuals or things you appreciate.
  - Eyes may convey a variety of feelings, such as hatred, intrigue, and attraction. People look someone in the eye to see if they are being truthful.
  - Normal, steady eye contact is frequently interpreted as an indication of veracity and reliability. On the other side, unsteady eyes and an inability to sustain eye contact are commonly seen as signs of dishonesty or deception.

- **Haptics:**
  - Another crucial nonverbal communication strategy is touch-based communication. Affection, familiarity, sympathy, and other emotions may be expressed through touch.
  - Author Julia Wood notes that touch is frequently used to convey both rank and power in her book Interpersonal Communication: Everyday Encounters. Persons with higher rank have a tendency to enter the personal space of others more frequently and intensely than people with lesser status.
  - Differences in how people use touch to convey message based on gender also play a part. Women frequently use touch to express nurturing, caring, and concern. On the other side, men are more inclined to utilize physical contact to exert control or influence over others.

- **Appearance:**
  - Nonverbal communication is also thought to occur through our choices in hairdo, dress, and other physical characteristics. Different hues can provoke various emotions, according to research on color psychology. Physiological responses, assessments, and interpretations can all be influenced by appearance.
  - Just consider all the rapid and subtle judgements you make about people based only on their looks. Because first impressions matter, experts advise job seekers to dress professionally for interviews with potential employers.

- According to research, a person's attractiveness can influence their earnings. According to a 1996 survey, lawyers who were considered to be more handsome than their counterparts made over 15% more money.
- Culture has a big impact on how people evaluate looks. While being slim is often admired in Western society, certain African societies associate fuller figures with higher social standing, prosperity, and health.
- **Artifacts:**
  - Other means for nonverbal communication include objects and imagery. You may choose an avatar in an online forum, for instance, to reflect your identity and convey details about who you are and what you like.
  - People frequently invest a lot of effort creating an image for themselves and surrounding themselves with items that serve as symbols of the things that are significant to them. For instance, uniforms may be used to send a great deal of personal information.
  - A doctor will put on a white lab coat, a soldier will wear fatigues, and a police officer will wear a certain outfit. These costumes make it clear to others at a glance what that individual works for a career. As a result, they are effective at nonverbal communication.

IV. Communication in my group

- We used 2 methods of communicating with each other, face-to-face and online. We arranged to meet at a quiet cafe and work there. When we can't work together in person, we work online through apps like Google Meet, Messenger, etc.
- Offline:

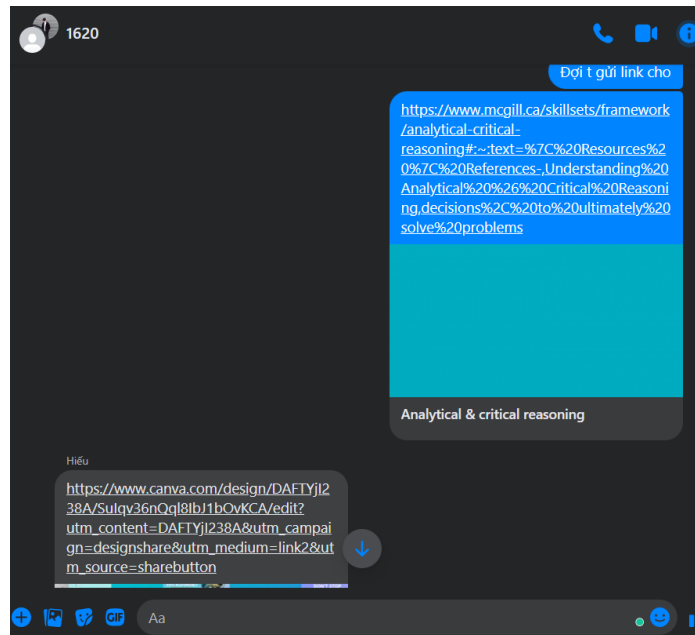*Figure 4: Communication in my Group (offline)*

- Online:

Figure 5: Communication in my Group (online)

- My group named Luoi Group consists of 4 members: ***Do Trong Thinh (Leader)***, ***Nguyen Huu Hoang Khanh (Information Seeker)***, ***Nguyen Doan Minh Hieu (Design Poster)***, and finally me, ***Le Tai Nhan (Procedural Technician)***. Thinh assigns specific work to each member of the team, to be fair, some of the work we share is like designing posters or searching for images and information online.
- Our advantage in teamwork is that we work faster, have more ideas to implement, and get the job done better because each person only needs to focus on his or her main task.
- The difficult arises when the group has to meet in person. Because everyone in the group lives far apart, choosing a location for the meeting requires consideration of a number of factors.

C. DEMONSTRATE THAT YOU HAVE USED EFFECTIVE TIME MANAGEMENT SKILLS IN PLANNING AN EVENT (P2)

I. Definition and the importance of time management skill

1. Definition time management skill

The ability to manage your time well and get the outcomes you want is known as time management. These might assist you in effectively allocating your time and completing tasks (indeed, 2022). The following are some of the most crucial abilities connected to effective time management:

- **Organisation:** Maintaining organization allows you to stay on top of your duties and priorities, such as what has to be done first and when the other tasks should be completed. An organized list of chores boosts productivity by serving as a road map from dawn to night. A well-organized plan

enables you to divide up big goals into smaller, more manageable activities and to finish those tasks on schedule.

- **Prioritisation**: Setting priorities is the secret to effective time management. By setting priorities for your daily chores, you can be confident that the most crucial ones will be done first. Starting with the most important assignment, list each one individually.
- **Goal setting:** The process of outlining your aims and objectives with a specific strategy to assist you in achieving the stated goals is known as goal setting. A crucial element in being a successful professional is setting objectives. Without goals, it could be difficult for you to perform your responsibilities in an efficient manner. Setting long- and short-term objectives can help you succeed in your work. A short-term objective would be to boost sales in your section by 40%. A long-term objective can be to finish law school or launch your own business.
- **Communication:** Successful people have strong communication abilities. Effective communication encourages trust and clarifies your intentions and objectives to those with whom you collaborate. It is essential in resolving disputes and averting actual and prospective conflict. Strong communication makes it easier for you to assign more work, which frees up your time for the crucial activities that advance your objectives.
- **Planning:** The foundation of time management is planning. You can prioritize your chores correctly with a good strategy, which may help you avoid confusion and needless stress. You can do the chores inside the allotted time range with the aid of a scheduled work schedule. A project manager's plan, for instance, can call for procuring materials, scheduling labor, getting the necessary permissions, and other things.
- **Delegation:** The ability to successfully handle several jobs is a crucial process. You can assign some of the chores to your subordinates while overseeing a project. Your burden will be lessened as a result, allowing you to give more attention to crucial duties like planning, business analysis, and other similar ones.
- **Stress management**: Despite all obstacles, maintaining a positive attitude while under stress keeps you motivated and you in finishing projects on time. You can alleviate stress by exercising, doing yoga, or eating snacks while taking pauses. In fact, incorporating self-care rituals or stress-relieving activities into your daily calendar might increase your productivity on work-related tasks throughout the day.
- **Flexibility**: It is imperative that you keep your schedule somewhat flexible. Frequently, a work will take longer than you anticipate, or your boss will assign you a priority duty that you weren't prepared for. Your daily itinerary should make it clear where you have room to maneuver in case of last-minute modifications.

Figure 6: Time management skill

2. The importance of time management skill

- You must value time and figure out a method to manage it effectively if you want to succeed in life. Your ability to organize your time effectively can help you complete your duties on time. (indeed, 2022)

- For instance, updating your resume, seeking for job vacancies, researching reputable firms with openings, applying, and preparing for interviews all need time. Setting aside a particular amount of time each day for chores linked to your career might aid in your search for the ideal position. For instance, effective time management can offer you more time to carefully examine job advertisements and choose the ones that best fit your needs.

- Being innovative and proactive with your goals is made possible by effective time management. You may be certain that you are making a dependable contribution to the organization by setting clear deadlines for each assignment at work.

II. Planning a training event (group work)

1. Name of the Training program: "Sharing information technology event organization skills"

2. Goals of the Training program:

- Exchange skills with each other
- Improve everyone's work efficiency

3. Participants:

- Organizations
- Companies
- The guests

4. Time

Branch Name	Duration	Start	End
Event Trainning	99 hours	25/11/2022	31/11/2022
Planning	67 hours	25/11/2022	28/11/2022
Division of position	1 day	25/11/2022	25/11/2022
Write content	8 hours	25/11/2022	25/11/2022
Choise location	1 hour	26/11/2022	26/11/2022
Design Event Schodule	8 hours	26/11/2022	27/11/2022
Setup backstage	1 day	27/11/2022	28/11/2022
Implement event	32 hours	28/11/2022	12/3/2022
Performing Trainning Skills	3 hour	28/11/2022	11/29/2022
Word	2 hours	11/29/2022	11/29/2022
Learn Word skills	2 hours	11/29/2022	11/29/2022
Organization of pratice	2 hours	11/29/2022	11/29/2022
Excel	2 hours	11/30/2022	11/30/2022
Learn Excel Skill	2 hours	11/30/2022	11/30/2022
Organization of pratice	3 hours	12/1/2022	12/1/2022
Power Point	2 hours	12/1/2022	12/1/2022
Learn Power point Skills	2 hours	12/1/2022	12/1/2022
Organization of pratice	3 hours	12/2/2022	12/2/2022
Team Building	3 hours	12/3/2022	12/3/2022
Play Games	4 hours	12/3/2022	12/3/2022
Team Metting	2 hours	12/3/2022	12/3/2022

Figure 7: Timeline for Training Event

5. Place: Hoiana
-   Address: Thon Tay Son Tay, Xa Duy Hai, Huyen Duy Xuyen, Tinh Quang Nam, Viet Nam.
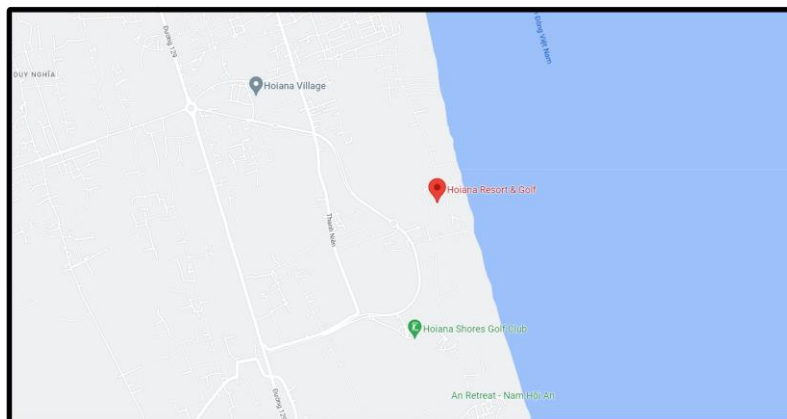-   Hoiana Resort location:

Figure 8: The Event location on the map

-   Meeting room:

Figure 9: The meeting room

- Place: Enormous space

Figure 10: Hub 1 Space

Figure 11: Hub 2 Space

6. Agenda:
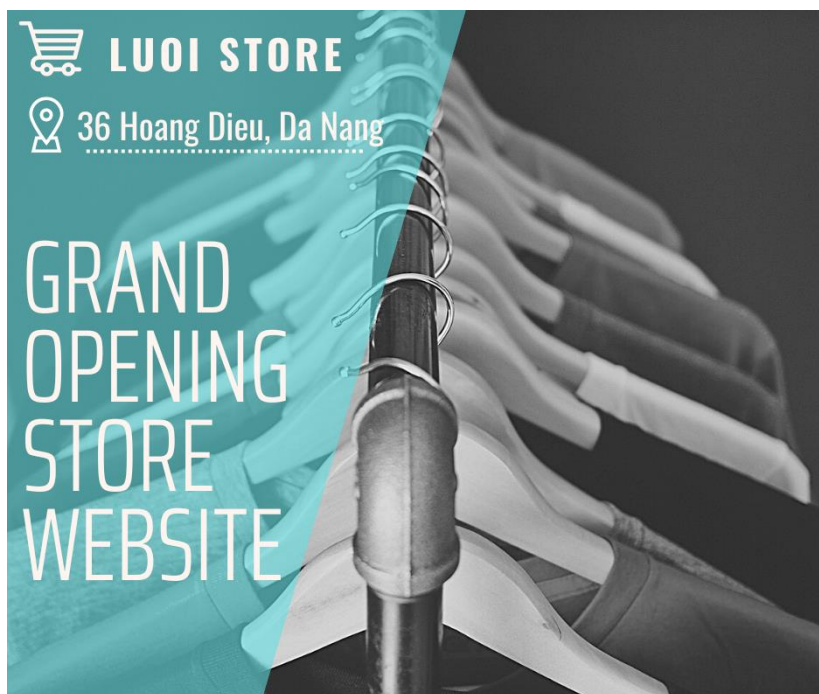
Figure 12: Agenda

14:00 pm to 15:00 pm	• Continental Lunch. • Opening Ceremonies. • Introduction about the website.
15:00 pm to 16:00 pm	• Keynote address website: Luoi Store . com
16:00 pm to 16:30 pm	• Break
16:30 pm to 19:00 pm	• Evening of website for selling shirt: Play minigame Give away voucher
19:00 pm to 19:15 pm	• Break
19:15 pm to 21:00 pm	• Environment: Game group Singing Beach party

Figure 13: Schedule of Events

- WBS:
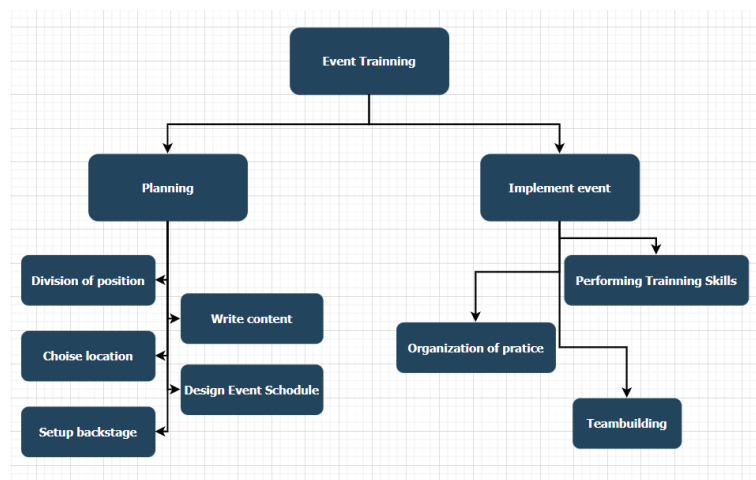
Figure 14: WBS

7. GANTT chart:
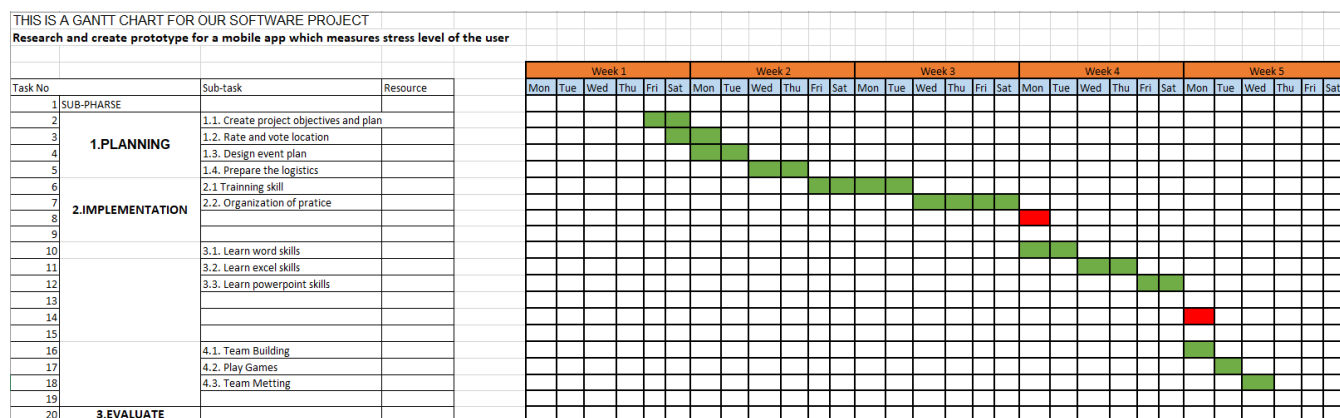
Figure 15: GANTT chart

8. Estimated Budget:

Budget		
	Expect	True result
Site	$4,000	$3,800
Decoration	$1,500	$1,380
Run Ads	$1,000	$850
Tea and Cake	$200	$150
Team building	$1,500	$1,300
Team Developer	$2,000	$1,850
Gift	$4,600	$4,450
Enviroment	$5,000	$4,800
Total		$18,580

Figure 16: Evaluate the Event's Budget

9. Speaker Notes

- Case 1: Invite Guests

In order for the guests and students to be able to participate in this event, our team has forwarded an email to the guests and participating students. It includes the time and place.

Figure 17: email invite Guests

Figure 18: Invitation cards

- Case 2: Invite Speaker

To attract guests and students to join the event. Our team decided to invite speakers that most of the students knew. That is Mr.Thinh is the event speaker.

INVITAION TO THE WORKSHOP: "DEVELOPMENT OF AN E-COMMERACE WEBSITE FOR SELLING SHIRT"

(FGW DN), Do Trong Thinh
to Trongthinh2602@gmail.com ▾

Dear Mr.Thinh,

It is a pleasure to invite you as a Guest Speaker to address our students in the workshop on "development of an e-commerce website for selling Shirts". Your thoughts would enable our students to gain knowledge from your expertise and experience.

The date for the workshop will conduct in 5 days, from 3 Dec 2022.

Kindly communicate your acceptance at your earliest. This will help us to prepare for a successful lecture. Enclosed please find the schedule for the event and participation for your kind perusal.

Looking forward to hearing from you soon,

Thank you,

Our team (TThinh, HKhanh, TNhan, MHieu).

Figure 19: Invitation

INVITAION TO THE WORKSHOP: "DEVELOPMENT OF AN E-COMMERACE WEBSITE FOR SELLING SHIRT" Inbox ×

Dear Mr.Thinh, It is a pleasure to invite you as a Guest Speaker to address our students in the workshop on "development of an e-commerce website for selling Sh

Thịnh Trọng
to me ▾

Dear Mr.Khanh,
Thank you for your invitation to address your annual convention in November. Gratefully, I am able to accept your invitation!

Sincerely
Mr.Thinh

Figure 20: Accept Invitation mail

10. Slide for project

2.6 Agenda

LUOI STORE
36 Hoang Dieu, Da Nang

GRAND OPENING STORE WEBSITE

Time	Activity
14:00 pm to 15:00 pm	• Continental Lunch. • Opening Ceremonies. • Introduction about the website.
15:00 pm to 16:00 pm	• Keynote address website: Luoi Store . com
16:00 pm to 16:30 pm	• Break
16:30 pm to 19:00 pm	• Environment part 1: Music Play minigame
19:00 pm to 19:15 pm	• Break
19:15 pm to 21:00 pm	• Environment part 2: Game group Singing Beach party

WBS

Event Trainning
Planning
Implement event
Division of position
Choise location
Setup backstage
Write content
Design Event Schedule
Organization of pratice
Performing Training Skills
Teambuilding
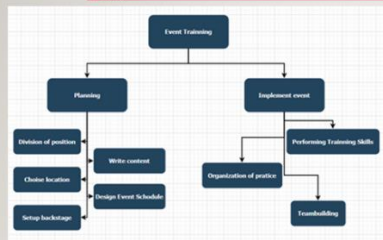
Milestone

Branch Name	Duration	Start	End
Event Trainning	99 hours	25/11/2022	31/11/2022
Planning	67 hours	25/11/2022	28/11/2022
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Performing Training Skills	3 hour	28/11/2022	29/11/2022
Word	2 hours	29/11/2022	29/11/2022
Learn Word skills	2 hours	29/11/2022	29/11/2022
Organization of pratice	2 hours	29/11/2022	29/11/2022
Excel	2 hours	30/11/2022	30/11/2022
Learn Excel Skill	2 hours	30/11/2022	30/11/2022
Organization of pratice	3 hours	01/12/2022	01/12/2022
Power Point	2 hours	01/12/2022	01/12/2022
Learn Power point Skills	2 hours	01/12/2022	01/12/2022
Organization of pratice	3 hours	02/12/2022	02/12/2022
Team Building	3 hours	03/12/2022	03/12/2022
Play Games	4 hours	03/12/2022	03/12/2022
Team Meeting	2 hours	03/12/2022	03/12/2022

2.7 GANTT Chart

THIS IS A GANTT CHART FOR OUR SOFTWARE PROJECT
Research and create prototype for a website for user selling shirt

Task No	Sub-task		Resource
1	SUB-PHASE		
2	1.PLANNING	1.1. Create project objectives and plan	
3		1.2. Rate and vote location	
4		1.3. Design event plan	
5		1.4. Prepare the logistics	
6	2.IMPLEMENTATION	2.1 Training skill	
7		2.2. Organization of pratice	
8			
9			
10		3.1. Learn word skills	
11		3.2. Learn excel skills	
12		3.3. Learn powerpoint skills	
13			
14			
15			
16		4.1. Team Building	
17		4.2. Play Games	
18		4.3. Team Meeting	
19			
20	3.EVALUATE		

2.8 Estimated Budget

Budget		
	Expect	True result
Site	$4.000	$3.800
Decoration	$1.500	$1.380
Run Ads	$1.000	$850
Tea and Cake	$200	$150
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Enviroment	$5.000	$4.800
Total		$18.580

D. DEMONSTRATE THE USE OF DIFFERENT PROBLEM-SOLVING TECHNIQUES IN THE DESIGN AND DELIVERY OF AN EVENT (P3)

I.   Definition and the importance of problem solving

1.   Definition

Identification, analysis, and implementation of the best solutions are all aspects of problem-solving abilities. A worker who is skilled at solving problems is both a self-starter and a cooperative team member; they are proactive in identifying the source of an issue and collaborate with others to evaluate a variety of alternatives before selecting how to proceed. (Kaplan, 2022)

Figure 21: Problem Solving

2. The importance of problem solving

Every corporation has issues, just like every person does. The capacity to solve challenges is crucial for both individuals and organizations for this reason (CLEVERISM, n.d.). Among the advantages are:

- **Make the impossible possible:** The secret to solving difficulties is not knowledge by itself, but rather knowledge combined with methodical problem solving techniques. This supports people and organizations in overcoming risky obstacles.
- **Makes you a stand out:** People are taught to do the routine. They have gained expertise and understanding in their field. However, issues that are unanticipated or unusual are difficult for people to resolve. If you start to consistently solve problems at work, people will start to notice you and respect you.
- **Increased confidence:** Your confidence will increase if you can solve difficulties, regardless of where you work or what your career is. You don't worry about what you will do if an issue should develop since you are confident in your ability to address it.
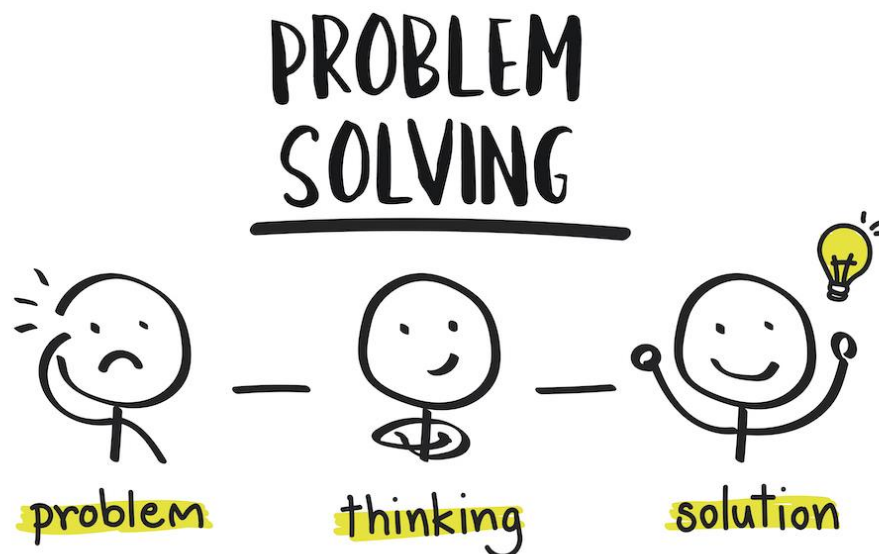
Figure 22: The importance of problem solving

II. Some techniques and tools for the problem solving

1. Some techniques for the problem solving

- Effective issue solving doesn't include leaving the situation and coming up with a solution right soon. Actually, this isn't even smart issue solving since you'll just go with the first idea that pops into your head, which is frequently not the greatest. (Deakin University, 2019)
- You should approach issue solving more as a process with several steps that will guide you to the optimal solution. These are the steps:
  - Define the problem
  - List all the possible solutions

- Evaluate the options
- Select the best solution
- Create an implementation plan
- Communicate your solution

2. List of Problem-solving Tools

- Affinity Diagram
- Benchmarking
- Brainstorming
- Check Sheet/Tally Sheet
- Control Chart/Shewhart Chart
- Decision Tree
- Fishbone/Ishikawa Diagram
- Five Whys
- Flowchart
- Force Field Analysis
- Gantt Chart
- Goals Grid
- Histogram
- Mind map
- Nominal Group Technique
- Paired Comparison
- Pareto Chart
- Relationship Diagram
- Run Chart
- Scatter Diagram/ Scatter Plot
- Standard Data Displays
- Stratification
- Tree Diagram
- Weighted Comparison

III. Problems and solutions in the training event

During the running of the project " Sharing information technology event organization skills" we faced a lot of problems, including:

Problem	Solution
The logistics force is unevenly distributed	Set clear goals for your training sessions right away. Each team member must understand exactly what is required of them during training and how what they learn will benefit them at work.

Different learning habits	- Conduct a thorough requirements analysis with an emphasis on identifying your audience's preferred methods of learning. Make use of the insights to help you develop your training. - Channels of communication open Use resources like discussion boards to make it easier for all students to ask questions and receive guidance on both technical and content-related issues.
Lack of Commitment	- Include practical training activities including role plays, hypotheticals, case studies, and real-world examples. These activities boost students' cognitive engagement and encourage active problem-solving. - Use discussion boards and other informal online areas to encourage informal online interaction between students. This encourages students and the educational process to interact emotionally. - Behavior might be more engaged when learning results are communicated upstream. Students are more likely to engage in the activity if they are aware of its major objective.

E. DEMONSTRATE THAT CRITICAL REASONING HAS BEEN APPLIED TO A GIVEN SOLUTION (P4)

I. Definition and the importance of Critical Reasoning

1. Definition

- Critical Reasoning is a critical soft talent in the job. After all, critical Reasoning helps people solve challenges and establish solutions that make them better in their professions. For this reason, organizations may prefer to hire people that have high critical Reasoning abilities. (Team, 2020)
- When deciding what to believe or do in a particular scenario, people engage in critical Reasoning. Employees that can participate in critical Reasoning are introspective, autonomous, and capable.
- If you use critical Reasoning, you rationally link concepts, analyze and evaluate arguments, uncover inconsistencies and faults in your work and the work of others, solve complicated issues and participate in reflection.
- A good information gatherer, a critical thinker also knows how to use information to infer facts and predict events. Critical thinkers are often better problem solvers than persons who only remember facts because they conceptualize consequences.
- Because of this, companies encourage critical Reasoning—especially in professions where creating strategy is a key aspect of the work. Critical Reasoning is considered a soft talent, which implies it's a skill inherent in a person's nature. That said, it is feasible to gain this talent.

2. The importance of Critical Reasoning

- **Some professions require it**: For professional success in law, education, research, medical, finance and many other career domains, it's necessary to exhibit critical Reasoning abilities. It's a crucial feature of any career where the goal is to infer information objectively without bias, examine the situation, solve creative challenges and come up with practical answers. (Team, 2020)

- **Decision-making improves:** Applying critical Reasoning helps you make judgments that need a lot of consideration. Big, life-changing decisions, like whether or not to make a job shift, are facilitated by critical Reasoning, which motivates you to investigate and choose objective logic over your immediate emotional response.
- **Critical thinkers are happier:** Critical Reasoning helps people better understand themselves, their motives and aspirations. When you can deduct knowledge to discover the most significant pieces and apply them to your life, you may transform your position and encourage personal growth and general pleasure.
- **Being well-informed is a bonus**: In an age where individuals have greater access to information than ever before, critical thinkers excel at research and locating the most relevant bits of knowledge that make them well-informed on any given issue. This is beneficial in workplace debates and when establishing oneself as a thought-leader in your sector.
- **It encourages self-reflection**: Critical thinkers are innately able to approach problems from several angles. By diverting the impulse to defend their own ideas, critical thinkers are more self-reflective and can modify their minds and opinions in light of new facts.

II.   Apply to a given solution

1. Problem occurred when finding solution for audience's accommodation

Survey the venues we have planned to host and estimate the number of people that will attend the show to find a venue that has enough space for everyone and avoids the audience running out of seats

2. Problem occurred when finding solution for organizing place of this training event

Find the event center or resort to hold this training event because these places often host big events so there, they know what to do to organize the event, because so the preparation work will be shortened.

3. Problem occurred when finding solution for setting the entertainment time at the end of this training event

Because not setting the event end time results in the event ending too early or too late. Therefore, the solution here is that the whole group must meet together to distribute the program time in the most specific way, give timelines to avoid "burning out the program" so that everyone can enjoy the event without delay. most complete way.

4. Problem occurred when finding solution for setting the "Thank you" party in the end of this training event

When planning the event, we also planned a "thank you" party at the end of the event. We will set up a few tables at the event center or resort to invite the spectators and guests who have come to our event to make everyone feel better.

F. PERFORMANCE EVALUATION

I. Team member's roles (4 members)

There are 4 members in our group (Luoi Group). Mr.Thinh is as the role of team leader and the others Mr. Khanh, Mr. Nhan, Mr. Hieu are team members. We all work together with some task roles such as "Initiator/Contributor", "Information Seeker", Procedural Technician" and "design poster".

II. My contribution

Assignment 1 provided me with information on the importance of cooperation and communication. However, group projects have enhanced my capacity for critical thinking. The time management techniques I learned were also quite helpful. The team members also supported each other very well. For me, completing this project is the first step towards being able to serve as a springboard for larger projects in the future. The score I got for this project is P

G. CONCLUSION

The team has carefully prepared and included a backup plan in case an unforeseen problem occurs in order to execute the project and event in the best possible manner. The project was finished promptly and at the desired standard thanks to the flexibility to work in groups and delegate particular tasks to each member.

H. CRITICAL EVALUATION

I. My strengths and weakness when talking the test

- Strengths: I have the ability to assist you in developing your ideas, finding information
- Weakness: I have quite a few ideas. I usually work alone while the group discusses.

II. How to improve my weaknesses

The best way to improve my weaknesses is to work in a team more, in addition, I should observe other members so that I can learn how they work. In addition, in order to understand each member of the group, we should share and listen to them more, so that we can understand them well and assign the right work to them. Concentrate when working and have many face-to-face meetings to facilitate communication.

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