

## Production Planning | Evaluation

Complete a critical self reflection on the Production Planning process that evaluates your personal work performance and your work environment from a WHS perspective.

Use the template questions provided to guide your evaluation and record your thoughts or you may develop your own professional evaluation document.

Please use full sentences and double check your work for spelling and grammar.

### 1. On a scale of 1 (Not so great) – 5 (Outstanding)

How would you rate your team's overall performance during the planning process?

- I'd say 3

### 2. On a scale of 1 (Not so great) – 5 (Outstanding)

How well do you believe your team's project will satisfy your client's requirements at the end of the project?

- I'd say 4

### 3. Discuss the new skills/things you learnt doing this project

- I learnt how to communicate with my team and pitch new ideas, also bouncing off other people's ideas to make new ones.

### 4. What things do you feel you personally did well during the production planning process?

- I feel I worked well giving people ideas and expanding off other people's ideas to create a bigger picture.
- I also worked well in sketching up quick drawings to show the rest of team my visualisations.

### 5. What area/s of your own performance would you change or improve on in your next project?

- I think I could improve more on organising things, drawing out more quick concepts and pitching more ideas.

### 6. What aspects of your performance do you think your team appreciated the most?

- My team appreciated me working with Maya and photoshop proficiently.

### 7. What aspects of your performance do you think your team might be critical of?

- Coming up with too many ideas, over scoping the project and clear communication.

8. What were the good things about working with your team?
  - Everyone bounces good ideas off each other and we all build on that.
9. What were the most challenging aspects of working with your team?
  - Working from Home was a challenge, but we got through it and are used to it.
10. Briefly describe your workstation set up in terms of your personal work health and safety.
  - Since we are working from home I just have a regular keyboard, mouse and monitor.
  - We have group call each day and talk about/show what we have done and what we are going to do for the day.
  - We take breaks regularly from the screen.
11. Include an image of your workstation set up to evidence a personal safe working environment.

