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?
   4.5

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?
   5

3. Discuss the new skills/things you learnt doing this project
   - *Shader graph (unity). (I did some research on it)*
     GUI design. How to make 2d sprites.
     Teamwork, communication

4. What things do you feel you personally did well during the production planning process?
   - *I think I did very good concept art and that one shader.*
   - *You may include more than one thing*

5. What area/s of your own performance would you change or improve on in your next project?
   I would try to be more open to doing things that I don't have much experience in, since it's always a very good learning opportunity.

6. What aspects of your performance do you think your team appreciated the most?
   The concept art and shader graph research.

7. What aspects of your performance do you think your team might be critical of?
   I sometimes can be a bit too loud, which some people don't always like.

8. What were the good things about working with your team?

> We managed to come up with some really good ideas.

9. What were the most challenging aspects of working with your team?

Wen we fist started to work together we struggled a bit with organisation, communication and trying to make the work fair for everybody. However, I do think we improved

10. Briefly describe your workstation set up in terms of your personal work health and safety.

> a. *Discuss your equipment (consider how you manage ergonomics eg chair, desk, footstool, computer, monitor/s, keyboard, mouse)*

I have two monitors (one of them is a screen tablet), keyboard and a mouse.

> b. *Discuss your workflow (eg organised schedule, regular team meetings/dailies, KPIs, order of tasks, researching skills etc)*

I usually follow a schedule of starting my day at 9 and finishing at 5 even if its not a class day. I also keep a notebook with a to do list near me, so I don't go off track. At the beginning of the day/ week I try to discuss with everyone what I and everyone else is doing, so I know what to do.

> c. *Discuss your work practices (eg hours of work, regular breaks, relaxation techniques, work/life balance, general work environment/atmosphere, working area clear of clutter etc)*

All my wires are hidden away from where I walk and my chair so, I don't accidentally get them caught and break my computer. I use a special mouse to prevent wrist from hurting. I have my door closed when I work so there aren't any distractions from family. I don't eat any food near my computer, so I don't spill any on my equipment.

11. Include an image of your workstation set up to evidence a personal safe working environment.