

# UKS32089 PLAG FILE

*by* Plag File Reflective

---

**Submission date:** 27-Apr-2023 06:19AM (UTC-0500)

**Submission ID:** 2077075325

**File name:** UKS32089.docx (13.75K)

**Word count:** 2321

**Character count:** 11719

### **Week 1**

This week I have learned that through personalized learning I can improve my strength and skills as it is a customized learning plan for the students, it is basically based on what I know and what I can learn in the best possible way. Through this personal learning, I can gain academic success in enhancing knowledge both theoretically and conceptually in the subjects. It will help me to get timely responses to the queries from the teachers and will be able to learn how I will apply the subject in the business environment which will help me to learn professionalism and good communication skills and will also assist me in preparing assessments.

### **Week 2**

This week I have learned about the capital necessary for a business which is basically the resources that the business owner invests in their business, assets which are the original and actual resources of a business that the business owns, and liabilities of the business that it owes from a third party. This learning helped me to have a clear idea of financial accounting which provides a clear view of the financial position of an organization which will help the stakeholders and the customers to have an interest in that business. I will develop my learning skills in the financial equation so that I can perform better in accounting tasks if assigned to me in an organization.

### **Week 3**

This week I have learned about the source documents where the information about the sale and purchase invoices, receipts, and paying in the slip are provided and every organization that is involved in trading uses this source document. I have also learned about the flow of the entry of the records in a business, first, the transactions are recorded in the books of original entry which includes the transactions in the cash book, journal, and many other books associated with it then it was recorded in the double entry accounts of ledger books followed by trial balance, income statement and the final statement of financial position of an organization. It also helps me to gain knowledge about sale stock and various kinds of ledger.

### **Week 4**

This week I have learned how the balance accounts help to have an idea of every accounting period and to summarise the financial situation of the business. It gives me the idea about the trial balance which provides the account list according to the debit and credit balances. It can be drawn at the end of the month and the organization generally prepared the trial balance at the end of every accounting period before the statement of the profit and loss to ascertain the

financial position of the organization. I will develop knowledge about the trial balance which will help me to contribute to financial organization.

### **Week 5**

This week I have learned about the journal entry in accounting which is the record of the transaction in the business that is kept in the account books of the organization. The first step of the accounting cycle is the journal entry which keeps all the details of the financial transaction and notifies the accounts that are being affected in a business. It also helps me to learn about the procedure of the journal entry which basically impacts both the debit and the credit account. Through this, I have developed skills in journal entry which will help me to differentiate between credit and debit accounts and to understand the financial transaction of an organization properly.

### **Week 6**

This week I have learned about the income statement which is basically a financial statement of the previous financial year and gives a review of the revenue, sales, income, and expenditure of the business. The income statement helps to evaluate the profit earned by the business during that period and to compare it with the other business related to the industry to know <sup>2</sup>the position of the business in the market. It help me to get a clear idea about the cost of the goods sold, the goods sold and returned by the customers, the net profit earned by the business, and the gross profit.

### **Week 7**

This week I have learned about plagiarism which includes copying the ideas of someone else without crediting them, giving information that is incorrect about the source, and copying major parts from the source works that include the majority of the assignment. It is considered a serious academic offense(Santini,2018). I have also learned that to avoid plagiarism in a work it is important to give credit to the author through proper referencing. Referencing generally provides insight into the literature work of the author from which the idea has been extracted on the particular subject. In my academic project, I will put references of the source in every work from which I have extracted the idea to avoid plagiarism.

References:Santini, A. (2018) The importance of referencing, Journal of critical care medicine (Universitatea de Medicina si Farmacie din Targu-Mures). U.S. National Library of Medicine. Available at:  
<https://www.ncbi.nlm.nih.gov/pmc/articles/PMC5953266/#:~:text=Referencing%20and%20r>

ferences%2C%20signify%20the,it%20is%20accepted%20for%20publication. (Accessed: April 27, 2023).

## Week 8

This week I have learned about presentation skills which <sup>4</sup> is the ability to provide information and education to engage the audience through the proper presentation. Effective presentation skills include speaking in public without fear, creative content in the presentation, and gestures(NZ Day, *et al.*,2022). I have learned to make a presentation successful it is important to practice it repeatedly and to have an immense knowledge about the matter which will be presented. For giving a proper presentation I have to develop my confidence And need to speak passionately about the subject so that the audience gets engaged, I need to work on my weakness which is the fear of speaking in public.

<sup>3</sup> References:NZ Day, I., Saab, N. and Admiraal, W., 2022. Online peer feedback on video presentations: type of feedback and improvement of presentation skills. *Assessment & Evaluation in Higher Education*, 47(2), pp.183-197.

## Week 9

This week I have learned that organizational culture is the shared values and beliefs that the leaders generally follow and then communicated to the employees through various ways. It helps to shape the perception of the employee and their behaviors in the organization. Every organization has its unique way of working that contributes to its culture, ideology, and values and the principles of that organization generally form the culture of that organization. I have also learned that it generally controls the behavior of the employees among them and with the people associated with the organization (Carvalho, *et al.*,2019). It is the culture that decides the way the employees interact with their superiors in the organization, a culture that motivates the employee are generally observed to have dedication towards the work which increase the productivity of the organization and also help in gaining profitability.

<sup>2</sup> References:Carvalho, A.M., Sampaio, P., Rebentisch, E., Carvalho, J.Á. and Saraiva, P., 2019. Operational excellence, organisational culture and agility: the missing link?. *Total Quality Management & Business Excellence*, 30(13-14), pp.1495-1514.

## Week 10

This week I have learned about employability which basically depends upon the knowledge and skills of an individual and how they use it to present themselves to their employers. It is

generally the capability to move within the labor market which helps in the growth of sustainable employment(Smaldone, *et al.*,2022). The competencies that are required in the 21st century related to employability are the ability of critical thinking effective communication skills and resilience, which will help the individual to flourish in the workplace. I have learned that employability will help me to remain competitive in my career and helps me to achieve my goal, it will also help me to enhance my knowledge and to utilize my academic studies.

References:Smaldone, F., Ippolito, A., Lager, J. and Pellicano, M., 2022. Employability skills: Profiling data scientists in the digital labour market. *European Management Journal*, 40(5), pp.671-684.

<b>Strength</b>  The following things I can do well are: <ul style="list-style-type: none"> <li>• Teamwork</li> <li>• Creativity</li> <li>• Integrity</li> <li>• Fast learning</li> <li>• Work ethics and beliefs</li> </ul>	<b>Weakness</b>  I would like to improve in these areas: <ul style="list-style-type: none"> <li>• Analytical skill</li> <li>• Communication skills</li> </ul>
<b>Opportunities</b>  The following things will provide me with an opportunity to grow: <ul style="list-style-type: none"> <li>• The work project that requires effective communication is an opportunity for me to develop that skill.</li> <li>• Online classes develop analytical skills and are an opportunity to develop my skill.</li> </ul>	<b>Threats</b>  The following things are considered as threats to me that will be an impediment to my career growth: <ul style="list-style-type: none"> <li>• Workload due to shortage of employees</li> <li>• Prevailing economic conditions that hit the marketing industry.</li> </ul>

<b>What do I want to learn?</b>	<b>What do I have to do?</b>	<b>How will I measure success?</b>	<b>The target date for review?</b>
---------------------------------	------------------------------	------------------------------------	------------------------------------

I want to learn proper analytical skills	I have to join classes to enhance my skill so that I can perform better	I will measure my skill through various analytical skill-based tests, and the result will help me to evaluate my performance.	The target date for improving my skill and getting a review, I will be set for 3 months.
I want to learn effective communication skills so that I can connect with the fellow employee.	I have to engage myself in various tasks of the organization that required effective communication.	I will measure the success of my communication skill by evaluating my performance which will help to increase productivity.	The target date of review will be 2 months and after that, I will see improvement in my performance.
I want to learn effective time management so that I can finish the work within the stipulated time.	I have to divide my work into priority segments and will try to complete it segment wise which will give an effective result.	I will measure my success by evaluating my ability to complete the work within the stipulated time.	The target date for reviewing my time management skill will be set for 2 months.
I want to learn how to overcome the fear of public speaking which is an important skill required for effective presentation.	I have to participate in organizational work that requires presentation in front of the board of directors and stakeholders which will help me to overcome the fear of speaking in public.	I will measure my success when I will observe improvement in my presentation skill and will be able to speak confidently in front of the public.	The target date for reviewing my performance will be set by me for 2 months.

1

What do I want to learn?	What do I have to do?	How will I measure success?	The target date for review?
I want to learn proper analytical skills	I have to join classes to enhance my skill so that I can perform better	I will measure my skill through various analytical skill-based tests, and the result will help me to evaluate my performance.	The target date for improving my skill and getting a review, I will be set for 3 months.
I want to learn effective communication skills so that I can connect with the fellow employee.	I have to engage myself in various tasks of the organization that required effective communication.	I will measure the success of my communication skill by evaluating my performance which will help to increase productivity.	The target date of review will be 2 months and after that, I will see improvement in my performance.
I want to learn effective time management so that I can finish the work within the stipulated time.	I have to divide my work into priority segments and will try to complete it segment wise which will give an effective result.	I will measure my success by evaluating my ability to complete the work within the stipulated time.	The target date for reviewing my time management skill will be set for 2 months.
I want to learn how to overcome the fear of public speaking which is an important skill required for effective presentation.	I have to participate in organizational work that requires presentation in front of the board of directors and stakeholders which will help me to overcome the fear of speaking in public.	I will measure my success when I will observe improvement in my presentation skill and will be able to speak confidently in front of the public.	The target date for reviewing my performance will be set by me for 2 months.

### **Short-term goals (12 months)**

Short-term goal is something that an individual wants to achieve in the near future. My short-term goal is to attend online classes or offline courses that offered analytical skill development and data interpretation as I need to improve my skills for effective career development. I need to achieve my short-term goal within a period of 3 months so I can get a better employment opportunity. Another goal that I want to achieve within six months is to develop my presentation skill through effective communication and to overcome the fear of public presentation.

### **Medium-term goals (next 2 to 3 years)**

Medium-term goals are generally set between the period of **short-term goals** and **long-term goals**. My **medium-term** goal is to pursue another degree in the next two years that will help me in my career development and also accelerate the opportunity for achieving my long-term goals. I have also a goal to repay the educational loan that I have borrowed from a bank and to set myself free from liabilities.

### **Long-term goals (beyond 3 years)**

Long-term goals are generally set to achieve in the future and it requires proper planning . After successfully achieving the short-term and medium-term goals I have developed the skill that I was lagging behind and from the experience and knowledge that I have gained through previous goals I would like to start my own business in the long run after 5 years I would like to see myself as a successful entrepreneur and I would also take care of the fact that my business should work towards maintaining sustainability.



# UKS32089 PLAG FILE

## ORIGINALITY REPORT

6%

SIMILARITY INDEX

5%

INTERNET SOURCES

3%

PUBLICATIONS

6%

STUDENT PAPERS

## PRIMARY SOURCES

1

Submitted to University of West London

Student Paper

2%

2

[www.totalassignment.com](http://www.totalassignment.com)

Internet Source

2%

3

Submitted to University of Winchester

Student Paper

1%

4

Submitted to Global Banking Training

Student Paper

<1%

5

[csaa.wested.org](http://csaa.wested.org)

Internet Source

<1%

Exclude quotes Off

Exclude matches Off

Exclude bibliography On