**Personal Log**

|  |  |  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- | --- | --- |
| **What Did I Do?** | **How Do I Feel About This?** | **What Did I Think But Not Say At The Time?** | **What Was Good and Bad About The Experience?** | **What Have I Achieved?** | **What Have I Learnt About Myself?** | **What Would I Do Differently Next Time?** | **How Can I Use This To Plan For The Future?** | **(How) Can I Use This To Plan New Learning Experiences?** |
| Guess The Name On My Back Activity  8/2 | I feel that this task was a good way to introduce group members. | I was not sure how to approach the collections of people that had formed, at first. | Unfortunately, one of our group members was not present. | I became acquainted with members of the group, and those of other groups. | I have learnt that, while trying to use questions effectively, I need to be more specific. | I would confirm answers that could be misinterpreted with the next question. | The skill of asking targeted and specific questions is useful everywhere. | In future group work and meetings, I will aim to ask and answer questions in the most effective way. |
| Group Planning Activity  15/2 | It was a good introductory task into working as a team | I was unsure of what exactly was required to be submitted | A good introduction to planning as a group, however some aspects were unclear. | We created a moderately good plan, we included key features but missed some too. | I am able to contribute to group work, but I can become distracted. | Finalise and submit a version of the networks we used to plan | The planning skills that I have begun to develop will help me to create more efficient plans. | In future learning experiences, I can use these planning skills to make sure I manage time well. I will also aim to stop myself become distracted less, now that I am aware of the issue. |
| Scrammar  22/2 | It was a fun task | I thought it was fun, but not the fastest way to learn about English skills | Enjoyable and engaging for those involved, but not everybody was actively involved | Our group was able to score the highest on the activity, showing a high level English Skills | I have learnt that I can create coherent sentences with limited words effectively | Make sure that all members of the group are effectively included | I can use these types of English skills to create a variety of sentence structures in reports | In future group work and meetings, I will aim to make sure everybody is included |
| Report writing workshop  23/2 | I felt that it was a bit rushed | I thought that I could learn more from the material myself, working through more slowly | I gained an idea of how a good report is structured, but did not get time to think about it in any level of detail in the workshop | Working with other members of my group, I was able to identify a number of weaknesses in the given reports | I learnt that I am able to think critically of other work effectively, and if I am able to apply this skill to my own report then it would be very useful | Next time I would spend longer thinking about the structure of the essays, and not just grammar and referencing mistakes | When writing reports in the future (including the report required for the group project), I know what to look for to improve it | I can use this to plan how I will criticise and improve my own reports in the future, as well as when peer reviewing the reports of others. |
| Crop circles activity  1/3 | I enjoyed this task | I felt it was an enjoyable way to find strengths and weaknesses in describing and following instructions. | It was good for building descriptive skills, however we misunderstood the instruction sheet for one section. | I was able to draw the images to a high level of accuracy. I was able to describe moderately well. | I am good at drawing using a description, but need to improve my describing skills. | Look for more closely for shapes, resemblance or patterns in the crop circles to aid description. | In future I will make sure what I am going to say is clear and to the point, in a team environment such as this. | When I next encounter a situation where description is important, I can remember what I have learnt here. |
| Individual report on the ‘First Past The Post’ voting system | It was difficult at first to know where to begin, but became easier with a plan. | I thought it was going to be a lot of work initially. | It was stressful before I began, but once I started it was manageable. | I have created my first report at university, which I hope fulfils the specification. | Once I have the base knowledge and research in place, I can put together a good report quite quickly. | I would start the research and make a plan sooner, instead of putting it off for a week. | In the future I will have a better idea of how to write reports, and how I need to manage my time when writing one | When planning for future reports I hope to be less worried about them and more proactive. |
| MS Project Planning | I felt at first that there was not much time to learn MS project and complete the plan. | Some of us did a much larger share of work than others. | I was initially not sure where to begin, but having completed it, it will be a useful tool for scheduling the project. | We created a detailed plan including resource management, and working hours. | I am able to organise group meetings and working sessions. | Next time I would use the MS project knowledge that is now in place to complete the activity sooner. | In the future- if I am planning a complex task, I can use MS project to improve my plan. | In future learning experiences, I can plan with MS project. |
| Cruise Ship survivors activity 8/3 | It was useful practise for debating | I was disappointed in the number of members of our group that were present | It allowed me to gain an insight into how other group members think. Unfortunately, only 3 members of our group attended. | I feel that I have expanded on my skills to have a logical debate and justify my points | I have learnt that I can logically debate well, with the other group members who were present | Next time I would change the roles (given that more people were present) so that we could have a dedicated observer, and I would try observing | I use the skills that I further developed in this activity to debate and therefore plan effectively with a group such as this | Debating and discussion skills will be widely useful for planning for educational experiences in a group context, or where I have to compete with others. |
| Myers Briggs personality test workshop 9/3 | I was pleased with the group role, it seemed accurate, although I was not sure if I agreed with my personality type initially | I was disappointed with the number of group members that were present, only two of us including myself. | It was good to classify my personality type and group role. However, I felt that the future job predictions were not correct | I was able to classify myself into a category of personality and group role. | I have learnt that I am more concerned with feelings in my thought process than I initially believed | Next time I would spend more time thinking through my answers to personality questions, recalling past experiences to ensure accuracy | In the future, I will contemplate my personality type when planning work, to improve my plan. | In future group work I will consider my group role type and use this to put myself in situations where I can perform most effectively |
| Public Speaking Group Activity | It had the potential to be a very useful activity, even with low attendance it was still somewhat useful. | At the time, I thought that the second workshop session was a bit unnecessary, as we had already completed the exercise in the first session, with everyone present performing at least 3 short presentations | It was good that I was able to practise making short speeches on simple topics. However, I did not get to practise public speaking properly as only three other people attended the workshop and so I had a very small audience. | I was able to form a few short presentations on simple questions with little preparation. | I have learnt that I am able to quickly create short presentations/speeches with an outline of what is required. | Next time, I would interpret the topics differently, allowing me a whole new range of presentations to make. | In the future, I will remember some of the feedback I received from the other students present when performing a presentation, and act on it. | I can use this to plan for new learning experiences that are related to public speaking, as I can use the skills I have learnt when practising presentations. |
| Presentation seminar/ PowerPoint labs | It was not informative as I am confident in MS PowerPoint | At the time, I was thinking that I could have perhaps made a better use of the time on other project-related tasks. | It introduced me to a new location to find material about MS PowerPoint, but I did not gain any knowledge besides this | I was able to read through what was required and reaffirm my confidence in my MS PowerPoint abilities. | I have learnt that I am of a high enough skill level in MS PowerPoint to complete the required group tasks. | Next time, I would prepare some more advanced PowerPoint activities to attempt to complete in the time. | In the future, when planning activities I will know that I have a level of confidence and ability when using PowerPoint and can factor this into any project plans. | For future presentation related learning activities, I will endeavour to practise presenting the slideshow instead of making it. |