

Tips for effective reflection

Reflection is a tool for gaining insight into ourselves and helping us move forward

◆ Challenge your assumptions about yourself: (both positive and negative)

- ◆ Ask yourself probing questions, for example:
 - Why do I think this about myself?
 - To what extent / under what circumstances is it true?
 - What evidence do I have to support this view?
 - But what if...?

◆ Break things down: you will probably be better at some parts or aspects of something than at others. For example:

- ◆ Steps in a process
 - How do I go about doing this task?
 - What strategies do I use at different points? How effective are they? Why?
 - What might I do differently?
- ◆ Facets of a role (e.g. your part in a group project)
 - What aspects of this do I do well? Why?
 - What aspects of this do I enjoy /dislike? Why?
 - What aspects do I find challenging? What can I do to meet these challenges?

◆ Distance yourself and look at things from different perspectives

- ◆ How might other relevant people see your and your actions /progress?
 - Peers you are working with
 - Academics who teach you (particularly useful for thinking about feedback)
 - A prospective employer

◆ Relate what you find out to other contexts: This can help you to identify skills and attributes that you can use elsewhere and to prioritise areas for further development. For example:

- ◆ Other areas of your learning and academic work
- ◆ Outside interests and activities
- ◆ Employability and future directions

◆ Take action: Reflection is often an on-going cycle

- ◆ Use the results of your reflection to plan concrete steps that will move you towards your goals
- ◆ Put them into action – then reflect again...