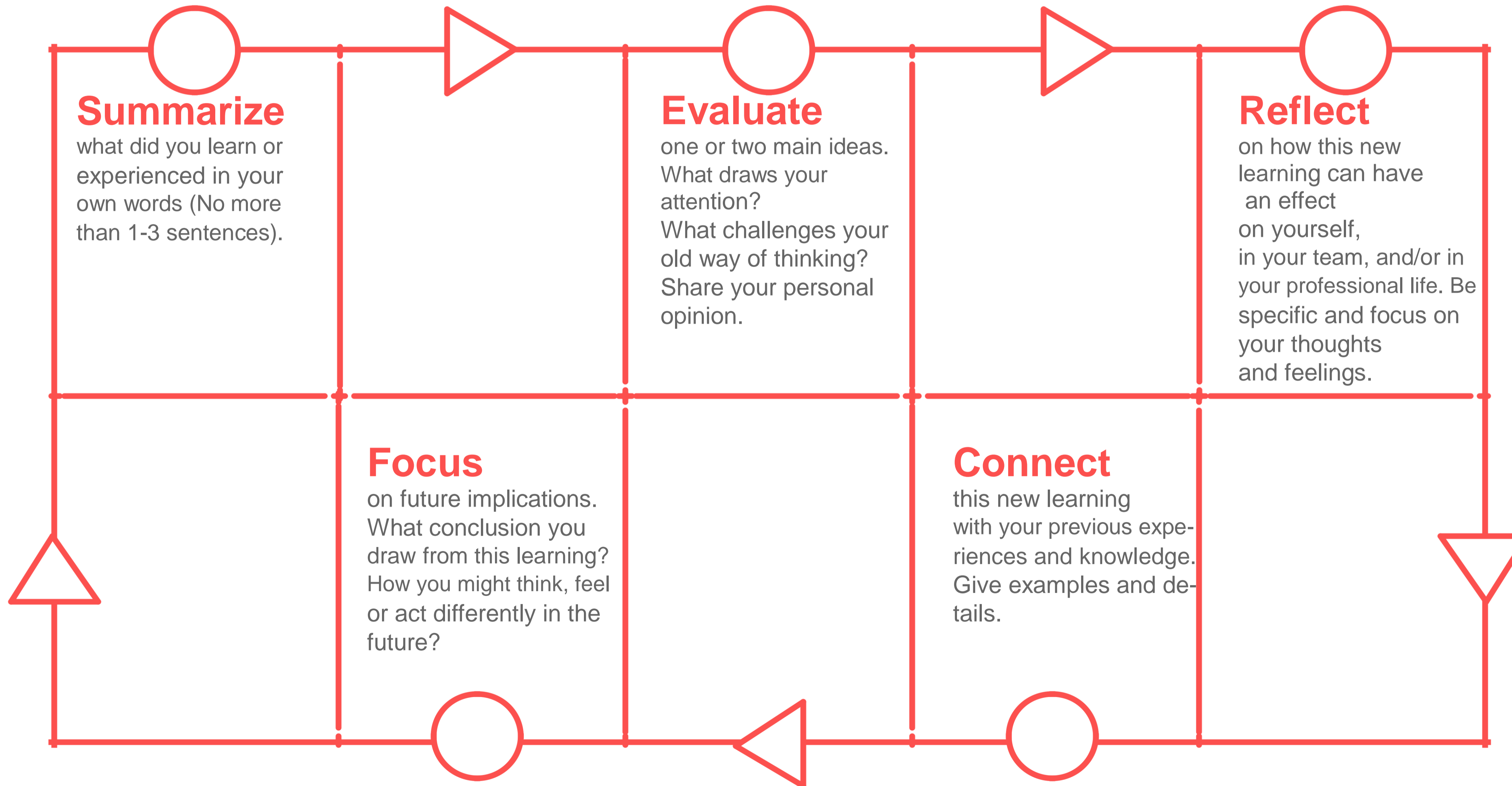


HOW TO WRITE A GLLS REFLECTION LOG

Reflection papers are designed to reinforce what has been learned through various GLLS activities and students' personal experiences. Reflection papers are often about personal reactions and thoughts, and they should not be done in collaboration with other students.



STEPS TO AN EFFECTIVE REFLECTION PAPER

Remember that the rules of writing apply to papers about your thoughts and feelings. Although you are writing about a personal experience, this does not allow you to use a free-form of writing. Here are 4 steps to follow:

Focus your feelings.

Before writing a reflection paper, the writer needs to stop and decide what it is that he or she going to write about.

By establishing a theme, the writer will be able to write in a clear and concise manner.

Be organized.

Being organized will also allow the writer to write in a clear, concise, and convincing manner.

Make a point

State what you have established as your theme and the pertinent information that surrounds the theme.

Divide your paper into paragraphs

Give each major point its own space so that the reader will be able to understand and conceptualize the different components of your theme.

Use topic sentences in paragraphs

These sentences should correspond with your major points and draw the attention of the reader.

A reflection paper is not a random free-flow of ideas. It needs to grab the interest of the reader and present ideas in a clear, concise, and convincing manner.

Develop observations and feelings.

Observations and feelings are an essential component of a reflection paper; however, in order for these components to be properly conveyed by the writer, they must be developed. Identify specific aspects or components of the situation that has been observed. One way to do this is by asking the five basic questions:

Who observed the situation?

From **What** perspective was the observation made and What was being observed?

When did the observation take place?

Why was the particular situation being observed?

Where did the observation take place?

After asking these questions, state what it is that you have learned. This will give relevance to the observation and your feelings, as well as, help the reader better understand your point of view.

Remember these tips.

Relate ideas and link the information together from the writer's personal experience.

Relate relevant information from classroom learning to the experience.

Use key phrases, such as "for example," "as a result of," "another idea that supports my view is," "an opposite view is," and "a different perspective is," are all good transitional phrases that signal the introduction of specifics as well as shifts in the argument.

HOW TO WRITE A GOOD REFLECTION LOG

You should

- + Summarize what you have learned or experienced in your own words. Keep it short and focused.
- + Be specific. (i.e. 'The part of the lecture that was most interesting/surprising/challenging to me was....')
- + Share your personal thoughts and feelings.
- + Give examples from your past experiences or previous learnings (i.e. something you have learned in another activity or something similar you have experienced in another settings).
- + Pay attention to the structure, organization of your paper. Be sure to use spell-check before you submit.
- + Submit your paper on time. Make small notes after or during each activity. This will help you to progress faster in your paper.

You shouldn't

- Don't write about what was the topic, what happened in the event step by step.
- Don't make general statements. (i.e. 'I like the talk very much.' 'This was a great experience.'
- Don't write definitions or quotes. (i.e. 'According to ..., teamwork is defined as ...'). If you feel it is necessary to include such information, make sure you give reference to the original source.
- Don't assume that a paper including your personal opinion and feelings mean it is not free-format writing.

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CREATED BY ANDREW MILLER IN CONSULTATION WITH DR. GLENN BUCK, SCHOOL OF EDUCATION
AND HUMAN DEVELOPMENT, LYNCHBURG COLLEGE.