

SPACE TO REFLECT

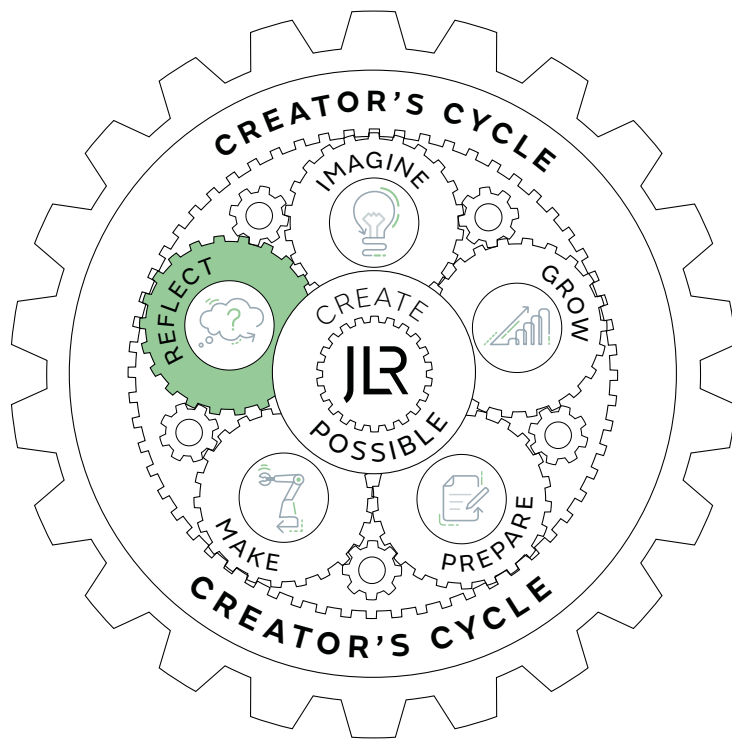
The innovative thinking journal

'S

REFLECTION JOURNAL

Congratulations!

Now you have completed your work, let's take a moment to pause and reflect on how it went.



DAY: M T W T F S S

/ /

I'M REFLECTING ON...

(The work or project you did)

MY MOOD RIGHT NOW IS:

(Tick the mood you feel towards your work. If you want, add some explanation about why you feel this way)



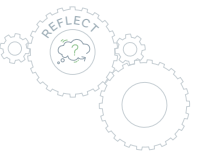
Before we reflect, it's important to take a moment to accurately recall what you did.

(Describe it below as if you're explaining it to someone who doesn't know anything about your project. What would you tell them about it?)

You could use words, feelings, phrases, or even draw pictures. You might want to include: what did the work involve? Who was involved? What was the goal? What headspace were you in when you did the work?

CREATE

POSSIBLE



WHY IS REFLECTING IMPORTANT?

Regularly reflecting on your work helps you understand what happened and why, so you can improve for next time. It's a chance to think about what went well, what could be better and how to make your next work exceptional. Remember – there's something to learn from every piece of work you do, even those that didn't go how you wanted.

On a scale of 1 to 5, how much did this project challenge you?

(1 being not hard, 5 being very hard)

1	2	3	4	5
This is for not very hard - lucky you!				This is as tricky as it gets!

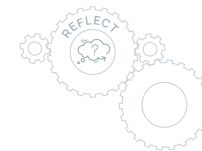
What are you most proud of from this piece of work?

(This is just for you. It can be anything around the project, big or small)

TOP TIP

Be curious and be kind

When we look back at something we've done, it's important to celebrate our exceptional achievements! Being curious about our processes and outcomes helps us to understand the effort we put in and the skills we used to reach our goals.



THREE THINGS THAT I DID WELL:

Take stock of what went well or where you followed a good process. Add as many details as you like. Make note of the skills you used that helped each one succeed. Don't be shy – celebrating our wins in the workplace helps us learn what we're good at and helps us to create more exceptional work.

- 1.
- 2.
- 3.

THE SKILLS I USED:

- 1.
- 2.
- 3.

TOP TIP

Creating exceptional work is a continuous process

Many engineering breakthroughs have come by taking things apart that didn't work. In the workplace, these mistakes can be as important as successes - and offer lessons that help us improve.

SOMETHING THAT COULD HAVE GONE BETTER:

Note things that could have gone better and why you think that was – and what you learned from each of them.

WHAT I LEARNED FROM THIS:

MY PLEDGE: SOMETHING I WOULD DO DIFFERENTLY NEXT TIME IS...

What steps could help us learn from the examples above and do something even better?

TOP TIP

Reflecting teaches us about ourselves

Identifying what we found easy or difficult helps us recognise our skills and grow - we may even uncover skills we didn't know we had!

