

### **Reflective Essay Guidelines**

Write an 800 words reflective essay on your growth, changes and inspiration in KSAV, and team collaboration through the learning experiences.

Your essay should include the following sections.

- 1 An introductory paragraph briefly provides the main idea of your work, the team settings and your role in the project, in order that reader of the essay can make sense of the claims, situations and idea you are going to elaborate. You may state your main reflection claims in this paragraph.
- 2 A section that describes **your growth or changes in Knowledge, Skills and Attitude & Value (KSAV)** through the learning experiences of the project.

You may focus on some or all KSAV areas, reflect on the interdisciplinary elements of your study and how has the study has inspired you or widened your horizon, e.g. the scope or state-of-the-art of the topic, possible stakeholders involved in the topic, approaches to problem solving, strategies and perspectives of analysis, adaptability and resilience to differences, challenges and unseen context.

- 3 A section that describes **your growth and changes in team collaboration** through the learning experiences of the project. (You may look up the delicate difference between “collaboration” and “teamwork”.)

With respect to the team relationships throughout your project work, how effective was the communication among members, how did the team achieve a common goal through collaboration. Under the aspect of collaboration, did you encountered any challenges and difficulties and how did you solve them; will you adopt the same solution in future; what role had you played; any insight gained or lesson learned through this group project experience. If you could put the clock back, would you play the same role, use the same communication channels, use the same tone and language, adopt the same solutions to the problems encountered?

- 4 A section on **what you see as the positives and negatives** in the following areas through the learning experience of the project:
  - i) Conducting a study or performing a task which is out of your major academic discipline / your strengths / your interest
  - ii) Work with individuals with different backgrounds and personalities

What kind(s) of **soft skills** would you identify as **crucial and significant** in working with teammates of diverse backgrounds, personalities, generations and cultures? (You may look up wordings like “personal soft skills” or “social soft skills”.)