# WRITING A REFLECTION PROCESS TABLE

|  |  |
| --- | --- |
| INTRODUCTION | **Set the stage** – Identify the part of the learning event that had personal meaning to you. Provide a brief overview. |
| EXPERIENCE | **Return to the experience** – Describe what you did and how you personalized it for application to your job. |
| PERCEPTIONS | **Examine your perceptions** – Describe how you felt about your learning experience. Was anything missing? What insights did you gain? Do you feel more confident about performing this task? |
| EVALUATE | **Evaluate the experience** – Describe how you will use the new knowledge or skill on the job. |
| SUMMARIZE | **Wrap it up** – Go over the main points. Identify those that had the greatest impact. |