Reflective writing template (Kolb model)

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| **Experience** |
| Click or tap here to enter text. |
| **Reflecting on outcomes** |
| Click or tap here to enter text. |
| **Making sense** |
| Click or tap here to enter text. |
| **Planning** |
| Click or tap here to enter text. |

Prompt questions – choose those that are helpful and relevant to the situation

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| Stage of cycle | Prompt questions |
| Experience | * What happened? * When and where did this happen? * Who was involved? * What did I and others do? * What was the context? * What was the result of this situation? |
| Reflecting on outcomes | * How did I feel and think at the time? * What impact did my emotions, beliefs and values have? * What do I think other people were feeling? * What did I feel and think about the incident afterwards? * What went well? What didn't go so well in the situation? * What did I and other people do to contribute to the situation (either positively or negatively)? * Were there things that were difficult? Interesting? Surprising? Upsetting? * If I am writing about a difficult incident, did I feel that the situation was resolved afterwards? |
| Making sense | * Provide some judgement about the event and its possible consequences * Why did things go well? Badly? * How do my past experiences compare to this? * How does theory or evidence fit with this? * Could I have responded in a different way? * What might have helped or improved things? * What else could I have done? * What insights, thoughts, or conclusions, about my role within this event that I can now take away? * What have I learnt for the future? * What skills might I need to develop, so that I can handle this type of situation better? |
| Planning | * What would I do if a similar situation arose again? * What are some indicators that would help me recognise a similar event? * What are some changes I would make? * How /where can I use my new knowledge and experience? * How will I adapt my actions or improve my skills? |