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**This form must be completed in order to continue on the Uaneen module by Tuesday, 3rd October 2023 at 5pm and emailed to** [**uaneen@dcu.ie**](mailto:uaneen@dcu.ie)

The purpose of this form is to encourage the student to think in a reflective manner about the skills and competencies they have gained through extracurricular activity before writing their reflective portfolio.

You are being asked to think about four key skills you have learned and place an ‘x’ only beside those four skills in section 1. Please note you can change the skills you will write about in your portfolio at a later date.

In section 3, you are being asked to write a short reflective paragraph (300 words **each** paragraph) of each skill / competency you chose in section 1. Each paragraph should be reflective of what you have learned about having this competency, not descriptive. See Loop for examples of reflective writing.

**E.g. – if you chose Leadership, Adaptability, Planning & Organisation and Collaboration in Section 1, you should write 300 words each in your reflective paragraphs on Leadership, Adaptability, Planning & Organisation and Collaboration in Section 3. There is no need to fill in every part of section 3.**

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| **First name:** | | **Surname:** |
| **Student no:** |  | |
| **Course title:** |  | |

1. **Please choose four skills / competencies you intend to complete for the Uaneen Award. Place an ‘x’ in the box underneath your four chosen skills / competencies. This is an indicative exercise only and you will not be confined to writing about these skills in your portfolio if you change your mind.**

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| Leadership | Situational / Applied Learning | Effective Communication | Adaptability | Conflict Management |
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| Self evaluation and Reflection | Critical analysis / Problem solving | Planning and Organisation | Creativity and Innovation | Collaboration |
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1. **Summary of extracurricular activity (e.g. clubs, societies, volunteering). Only activities that you have been involved in for a *minimum* of one year should be listed. Please note INTRA or any work for a commercial entity (paid or unpaid) will not be considered for the Uaneen module.**

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| **Extracurricular activity** | **Your role** | **Dates**  **(Month(s) & Year(s)** | **Length of involvement** | **Motivations, values and ethics for involvement** |
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**Motivations** – why did you choose your activity over any other to be involved in, what was it that appealed most to you,

why did you stick with it

**Values** – what principles or standards of behaviour are important to you from a personal perspective, e.g. inclusion,

committed, passionate, determined, etc.

**Ethics** – in what way do your personal values influence your behaviour towards others?

1. **Please provide a short reflection (no more than 300 words for each skill / competency you have chosen) of your experiences of gaining and improving the competencies you have learned through involvement in your chosen extracurricular activity. Only fill in the four sections below for those skills you chose in question 1. Your total word count should be 1,200 +/- 10%.**

***Note:*** Reflection is an opportunity to look back at and reconsider events, thoughts and feelings about an experience. It is not descriptive. When you write reflectively you should give a very brief outline of what happened (one or two sentences at most). Then, provide a few sentences to interpret the experience (what was important about the experience, how is it similar or different to other experiences). Finally, provide a few sentences about what you have learned from the experience, how it changed your behaviour and how your learning can be applied in the future.

Leadership

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Situational / Applied Learning

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Effective Communication

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Adaptability

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Conflict Management

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Collaboration

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Self-evaluation and Reflection

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Critical analysis / Problem Solving

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Planning and Organisation

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Creativity and Innovation

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***If you have any questions about this assessment form, please contact the Uaneen Administrator at*** [***uaneen@dcu.ie***](mailto:uaneen@dcu.ie)***.***

***All completed assessment forms must be emailed to*** [***uaneen@dcu.ie***](mailto:uaneen@dcu.ie) ***no later than* Tuesday, 3rd October 2023 at 5pm**

**For more information on how to write reflectively, reflective writing phrases, definitions of motivations, values, ethics, etc. please refer to your Loop page.**