

Self-reflection

Item 5 of 5

On completion of your delivery session, you are required to reflect on your performance and complete a self-reflection

Note: - if you are submitting a video link, you will not be able to complete the self-reflection until you receive the **Observation of Training Checklist - Individual Session** from your Blueprint Assessor. You will need to submit this reflection again after you have received the checklist, so that you can incorporate feedback from the observer.

Step 1. Using the feedback provided by both your learner and the observer, as well as your own thoughts from your presentation, complete the following table.

Trainer Self-Reflection - Individual Session

Instruction Topic	<input type="text" value="Enter the instruction topic"/>	Date & Time	<input type="text" value="Enter the date & time"/>
CHECK if you completed the below tasks during your session			
<input type="checkbox"/>	Started by saying a few things which created an interest in the learning		
<input type="checkbox"/>	Stated the learning outcome		
<input type="checkbox"/>	Described how the learner would be assessed, or how the success of their learning would be measured		
<input type="checkbox"/>	Described learning objectives to be achieved in the session and what the learner would be doing		
<input type="checkbox"/>	Addressed WHS and what is required for a safe learning environment, evacuation procedures		
<input type="checkbox"/>	Asked the learner if they had any questions before starting		
<input type="checkbox"/>	Ensured the learner could clearly see all parts of the demonstration, when appropriate		
<input type="checkbox"/>	Gave learner opportunities to practice and used coaching techniques		
<input type="checkbox"/>	Used simple language and small, logical chunks to work through the task		
<input type="checkbox"/>	Communicated clearly, was well paced to enhance learning		
<input type="checkbox"/>	Did the task slowly, giving information about WHY and HOW it is done		
<input type="checkbox"/>	Asked the learner questions about the task as it is worked through		
<div><div> Previous</div><div><div>Save</div><div></div></div></div>			

TAE40122 Delivery Cluster - Project 1

<input type="checkbox"/>	Used time well and did not go under/over time by more than 5 minutes per session
<input type="checkbox"/>	Provided an activity to ensure the theory/knowledge learning was applied
<input type="checkbox"/>	Asked the learner questions about the theory/knowledge as they worked through it
<input type="checkbox"/>	Gave helpful and constructive feedback regarding practice of their theory/knowledge

What feedback did you receive from the learner in your session and the observer? (refer to completed Participant Survey - Feedback form & Observation of Training checklist - Individual Session)

Learner feedback

Based on feedback received and your own analysis of your session, what (if any) changes did you make before delivering other sessions?

Changes you would make

How did you manage learner behaviours, including additional needs students and how did you adapt training techniques to suit the learner?

Managing learner behaviour

What did you do well as a trainer?

What did you do well?

What would you like to improve upon?

Opportunities for improvement