

Worksheet 4: Self-reflection (take-home assignment)

Duration: First to last day of the training

Method: Online individual work assignment

Output: Reflective journal based on Gibbs' reflective cycle

Instruction:

- Each participant will be provided an online worksheet through this link
- Each participant fill out the Google Docs and rename it with their complete name and institution (ex: **Name Surname – Universal University**)..
- Completed assignment will be saved automatically in Google Docs.

Assignments	Answers/Responses
<p>Describe the experience of leadership in your higher education (Make it clear in the description you are as a leader or a follower).</p>	
<p>Feeling: Describe your feeling and thought about the experience</p>	
<p>Evaluate your experience, both good and bad.</p>	
<p>Analyse to make sense of the situation.</p>	
<p>Conclude about what you learned and what you could have done differently.</p>	
<p>Create an action plan for how you would deal with similar situations in the future, or general changes you might find appropriate.</p>	