**Reflective Journal 4**

Fill-up the right column of the table. **Replace the instructional notes in** blue fontwith your own responses/discussions. This work is worth 25 points if done well and on time and will also form part of rating or grading you on how well you have achieved the Key PERFORMANCE objectives of this course. Food for thought: **The more you have within you, the more you can give. The little you have within you, the less you can give.**

Note: It is the aim of this Reflective Journal 4 activity that you will recognize (as you write your reflections on this work) that your Key **PERFORMANCE** objectives will be rated qualitatively. It is your honest assessments, reflections, and evaluations of your own performance that will earn merit in this work. “Stating or boosting falsely” about your performance will not help you get a better final grade. For example, d**o not claim and write that you have fulfilled well the ethical requirements of citing sources, if in fact you failed to have done it in one occasion or more. Instead, write as honestly as you can how you have performed and have learned well in the process. If you did not perform well, in one key area, reflect well on it. You may discuss how do you intend to reform and better yourself in that area in your future endeavors.**

**Tip:** Use the feedback I have provided you in reflecting on your performance. Honestly review your efforts and dedication you have given to all the learning tasks in this class and reflect on the fruits of such endeavors.

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| **KEY PERFORMANCE AREAS** | **YOUR REFLECTIONS AND SELF-ASSESSMENT** |
| Perform learning activities, submit assignments, prepare, practice and deliver speeches on time (as per our Class Scheduled Plan of Activities | I was able to accomplish the learning activities well for most of the semester and lately I have been doing ok but with things going on in my life like the car incident it has been a little rougher but I’ve been doing good I think under the circumstances for all my work.I was able to prepare when I had free time between work and classes. Not a whole lot of time but enough to prepare, practice, and deliver my speech on time. |
| Execute effective communication, collaboration and/or leadership skills (creating positive influence on your team mates and classmates as well) | 1. I think I helped give clarity to others when things seemed to be confusing for others. I never went in with a bad attitude or didn’t try to help the team.
2. I was very much able to apply my principles of effective public speaking. I also learned to master my information by doing research and gaining credibility from citing my sources correctly. All principles helped me perform well.
3. Cooperation and support of others help.
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| **R**ender well-thought out speeches, reflections, and work output  | I strive to try and make a good speech with good information so I’m not misleading. I may not have much out of class time to do my speeches but the time I did have I used to make a good speech. A lot of in class time helped me with my speech, like citations and practicing with small mini speeches or impromptu’s. All of it helped a lot.I think I’m very conscious of my own learning process. I know what ways work best for me and those are the ways I tried to better myself to learn. I also know what my strengths and weaknesses are and what I need to work on more to improve myself.I reflect well on what I accomplished by know what I did better and what I needed to work on like the placement on my hands during a speech and trying not to talk to faster.  |
| **F**ulfill the ethical requirements of public speaking (AVOID: plagiarism, ethnocentrism, egocentrism, and commission of fallacies) | I think I did a good job of using good ethics like not plagiarizing by making sure I give credit to my source where credit is due. I did not call out on any of race and I did not make myself better than anyone else. I was respectful to everyone and anyone around me. |
| **O**vercome undesirable communication habits; manage speech anxiety or fear or nervousness | I think I did very well in this area. I kept my hands in a good position that was open and welcome to the crowd. I tried not to read from the slide as much as possible and I tried to limit the ums as much as I could. I made sure to cite all of my sources and made sure to have a good posture for my presentations. |
| **R**eflect well on the learning process and learning accomplishments. Do you feel that with all your accomplishments, you would be able to present valuable learning output or accomplishment in your e-portfolio?  | **I imagine my accomplishments to look professional and sure my improvements as a speaker. I also do feel that I could present valuable learning output and accomplishment on the e-portfolio considering I made improvements to my own speeches and became better as we continued through the class.** |
| **M**aintain positive attitude, practice positive core values, and philosophy in life and show appreciation of the value of lessons learned in this course to one’s personal, academic and professional goals. | My attitude towards the class I believe was always a positive attitude and willing to learn from someone more experienced than myself for speeches and I think I was able to practice more positive values and ethics in the class. Like my philosophy I try not to take things for granted and learn what I can when I can.***I think the lessons I learned from the class from citing sources, ethics, and to properly speak in front of an audience are valuable for all aspects. Whether it’s personal, academic, or professional. Being able to speak well helps in all those areas. Like personally from everyday conversation and academics to talking in class or giving a presentation. To the profession world like a interview for trying to get a job are all valuable.*** |
| **A**pply the principles and techniques of effective speech preparation and speech delivery as well as apply speech **evaluation skills** (being able to assess the effectiveness of one’s own speech delivery or performance and that of others)  | I thought I did ok on every aspect and if I did not meet requirement in all categories. I at least tried my best and would try to improve myself for the next one. Also I think I did ok on evaluating other on their speeches. I know I’m not the best at it but I did try to be fair and I tried to give good comments or tips of improvements they could do. |
| **N**urture and enrich communication potentials for personal, academic and career success  | I tried to improve my communication skills in class by always doing speeches when asked and always trying to my best to do better while we did exercises. I always came in to class willing to try and having a good attitude in order to accomplish tasks and exercises of the day. |
| **C**ommunicate in a positive, ethical, respectful, and professional manner  | Well I always tried to communicate in a positive way. I was always respectful when giving a speech or listening to another’s speech. I tried to be ethical and didn’t let background, race, or ego get in the way of presenting. I also made sure to be professional be citing my sources and giving credit to my information so I would not plagiarize and so I could sound professional.  |
| **E**ffectively use technology | I used angel to my advantage by getting my teachers emails and emailing them or others in case I had questions in which I didn’t get to ask in class. We also used angel to send in our assignments and send our speeches to get feedback on them so we could improve our presentations. It also saves a lot of paper which doesn’t need to be used. |