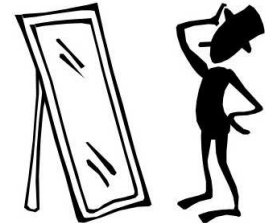


## Assignment 01 – Reflective Writing

### What is Reflective Writing?

Reflective writing provides an opportunity for you to gain further insights from your work through deeper reflection on your experiences, and through further consideration of other perspectives from people and theory. Through reflection we can deepen the learning from work. Reflective writing requires that you think deeply and write about a learning experience. This involves writing about:



- **What** happened (**positive** and **negative**).
- **Why** it happened, **what** it means, **how successful** it was.
- **What** you (personally) **learned** from the experience.

When assessing your reflective writing your tutor will be expecting more than a superficial review of your experience, they will be seeking evidence of deeper reflection. This means moving beyond the descriptive, and subjecting your experience to greater scrutiny.

Good reflective writing usually involves four key elements:

1. reporting and responding to a critical issue or experience;
2. relating this issue or experience to your own knowledge in this field;
3. reasoning about causes and effects of this issue/experience according to relevant theories or literature and/or similarities or differences with other experiences you've had; and
4. reconstructing your thinking to plan new ways to approach the issue or engage in similar experiences in the future

*To reflect (verb) = to think deeply about / to carefully consider.*

### The Reflecting Writing Task

You should select one of the following topics and write a **reflective report** of not more than five (5) A4 pages. The report should explain the environmental issues and the impact that buildings have on the environment. Students may also suggest other relevant topics and they must seek approval from the lecturer.

- (a) Biodiversity and building greening
- (b) Climate change and building energy efficiency
- (c) Climate resilience and building services system design
- (d) Indoor air pollution and ventilation systems
- (e) Ozone layer depletion and refrigerant management
- (f) Rainforest depletion and building materials
- (g) Traffic noise and building design & planning
- (h) Waste management and building life cycle design
- (i) Water efficiency and plumbing systems

The report should be neat and properly formatted, organised so that a reader with little time can find things readily. Proper credit and referencing should be provided to the information sources. Students making direct copy of the information in other publications (plagiarism), if found, will be disqualified.

Report submission (via Moodle): **before 20 March 2017 (Mon)**

### **Assessment**

The general criteria for the assessment of the reflective report are given below.

- Quality of the content (40%)
- Clarity of thought (20%)
- Report organisation (20%)
- Written communication (20%)

The report will be evaluated on synthesis of information during the course and from your own reading/study, and evidence that you have thought about the subject and the lecture topics in some depth. A clear structure and a logical argument are important and you should provide evidence of critical thinking, originality and effective writing.

### **Useful Guidelines on Reflective Writing:**

- A short guide to reflective writing [University of Birmingham] <http://intranet.birmingham.ac.uk/as/libraryservices/library/skills/asc/documents/public/Short-Guide-Reflective-Writing.pdf>
- Genres in academic writing: Reflective writing <http://www.uefap.com/writing/genre/reflect.htm>
- Reflective writing [Deakin University] <http://www.deakin.edu.au/students/studying/study-support/academic-skills/reflective-writing>
- Reflective Writing [UNSW] <http://student.unsw.edu.au/reflective-writing>
- Reflective Writing [University of Canberra] [http://learnonline.canberra.edu.au/pluginfile.php/404050/mod\\_resource/content/5/July2015\\_Reflective\\_writing\\_FINAL.pdf](http://learnonline.canberra.edu.au/pluginfile.php/404050/mod_resource/content/5/July2015_Reflective_writing_FINAL.pdf)
- Reflective writing: a basic introduction [Portsmouth University] <http://www.port.ac.uk/media/contacts-and-departments/student-support-services/ask/downloads/Reflective-writing---a-basic-introduction.pdf>