



# Reflection diary

Follow the guidelines below to implement this method in your classroom



## Description of the method

A reflection diary/portfolio is a structured approach for students to document their learning experiences, thoughts, and personal growth over time. It serves as a tool for self-assessment, allowing students to reflect on their achievements, challenges, and areas for improvement. Through regular entries or compiled artifacts, students can track their progress, set goals, and gain insight into their learning journey.

## What will you need

### Practical organization

**Group:** individual / presentation and peer feedback in pairs/group possible

**Materials:** diary/portfolio, paper, digital medium like google docs/classroom, Microsoft teams, ...

**Duration:** 15 minutes instruction + time of a diary as an assignment based upon the frequency and depth of the reflections

## Implementation in the Classroom

### Introduce the concept

- Explain the purpose and benefits of reflection diaries/portfolios to students. Emphasize that it's a personal space for them to express thoughts, reflect on learning experiences, and set goals.

### Establish guidelines

- Provide clear guidelines on how entries should be structured and what types of content should be included. Encourage creativity and personalization while ensuring that entries are reflective and substantive.

### Set regular reflection sessions

- Designate time in class for students to write reflections or update their portfolios. Alternatively, assign regular reflection tasks as homework.

### Encourage depth and detail

- Encourage students to delve deeply into their reflections by asking probing questions. Prompt them to analyze their experiences, identify patterns, and articulate insights gained.

### Provide feedback

- Review students' reflection entries periodically and provide constructive feedback. Offer guidance on how they can improve their reflective practice and set meaningful goals.

## Tips & Tricks

- **Promote consistency:** Encourage students to make regular entries in their reflection diaries/portfolios to track their progress effectively.
- **Model reflective practice:** Share your own reflections or examples of exemplary entries to model effective reflective practice.
- **Encourage self-feedback:** Prompt students to evaluate their own work critically and provide self-feedback in their reflection entries.
- **Link to learning objectives and content:** Help students see the connection between their reflections and the learning objectives/content of the course or curriculum.

- **Connect to real-world issues:** Relate reflections to real-world issues or challenges to enhance relevance and encourage students to consider the broader implications of their conclusions.



## Examples

### *Time schedule*

1. **Weekly reflections:** Students write weekly reflections on their learning experiences, including highlights, challenges, and areas for improvement. They can also set goals for the upcoming week based on their reflections.
2. **Project portfolios:** As students work on long-term projects or assignments, they maintain portfolios documenting their progress, decision-making processes, and reflections on the project's outcomes. This helps them see their growth and development over the duration of the project.
3. **End-of-Term reflections:** At the end of each term or semester, students compile comprehensive reflections on their overall learning experiences, achievements, and areas for growth throughout the term. They can also reflect on their personal development and goals for the future.

***For more inspiration on portfolio and/or examples on formative assessment:***  
<http://eduface.app>



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