

Title	Learner Soft Skills – Reflective Log
Description	This is a template where students are invited to keep a log / diary to record their soft skill experiences while on work placement. This reflective log can be used as an aid to compliment any work experience log / diary that needs to be maintained as part of a course
User	Students while on work placement
Goal	To facilitate students to record their reflections on their soft skill development while on the work placement
Objective	Reflections allow students to plan for future skills development needed for the workplace.
Method	This can be completed electronically or in hard copy
Recommended Use	Students are invited by the teacher/tutor/trainer to reflect on the development of their soft skills while on the work placement.
When	Completed by students while on the work placement and reviewed after the placement finishes
Language	English
Further links	

Learner Soft Skills - Reflective Log

During the work experience / work placement learners are invited to keep a log / diary to record their soft skill experiences etc. This reflective log can be used as an aid to compliment any other work experience log / diary that needs to be maintained as part of a course.

Learners Name:		College, Centre Name:	
Name of Organisation / Company		Workplace Supervisors Name	

Date:

<i>Soft Skill</i>	<i>Reflection</i>

Date:

<i>Soft Skill</i>	<i>Reflection</i>

Date:

<i>Soft Skill</i>	<i>Reflection</i>

Date:

<i>Soft Skill</i>	<i>Reflection</i>

Learner's signature:

Date:

Teacher/Tutor/Trainer signature:

Date:

Work place supervisor's signature:

Date:

CDET**B**

An Bord Oideachais agus Oiliúna Chathair Bhaile Átha Cliath
City of Dublin Education and Training Board