

Reflection Process



1. Analyse the Situation

- What exactly took place - a description including when & where?
- Who were the key people involved? Who else was involved?
- What was the intended outcome vs. actual outcome?



2. Identify Thoughts and Feelings

- What was I thinking at the time?
- How did I feel before, during, and after? Emotionally & physically?
- What was the impact on my mood?
- What were my gut reactions?
- What assumptions did I make?
- Were there any triggers that affected my response?



3. Evaluate your Response

- What did I do well?
- What could I have done differently?
- How did others respond to my actions?
- Was my approach aligned with my values, standards and inner world lifespace factors?



4. Assess the Impact

- How did my actions affect others?
- What was the impact on relationships?
- Did I achieve the desired outcome?
- Were there any unintended consequences?
- Did I gain a deeper understanding or alternate perspective?



5. Development Insights

- What does this tell me about myself?
- What patterns do I notice in my behaviour?
- Was I triggered? If so, by what or who?
- What are my key strengths and development areas?
- How does this connect to my professional goals?



6. Plan your further Development

- What specific actions will I take to improve?
- What skills or knowledge do I need to develop?
- What behavioural changes can I see as options?
- What am I going to experiment with?
- How will I practice new behaviours?
- What support or resources do I need?