

STEP Teacher Reflection Journaling Themes

The purpose of the statements below is to assist you in your reflective journaling. Journaling should be completed around the following themes which you may use in developing your lesson plans.

Work Ethic:

1. Degree of value placed on employee's hard work and high achievement.
2. Methods, strategies, and incentives used to foster motivation in the work place.
3. Compare and contrast soft skills needed in at least two areas of your business placement. (Include: serving customers; participating as a team member; teaching; resolving conflict and exhibiting leadership qualities; working with diversity (gender, racial, religious, physical or language; and being on time, dressing correctly and maintaining an appropriate attitude for the job)

Skill Sets

4. Significance of the following skill sets to be productive in this workforce: Locating Information; Math; Reading.
5. Level of technology used to perform in this environment. (ie. Computer skills, hand-held devices, machinery, etc.)
6. Degree of problem-solving skills needed in this work environment. (ie. Organizing and planning; interpreting and communicating information; analyzing problems and thinking creatively; and making decisions)
7. Observe the workforce and identify any languages spoken other than English.

Credentials

8. While mentoring different positions during your experience, find the percentage of jobs requiring entry-level education, technical and professional credentials.
9. Determine the value of prospective employees at this facility sharing documents such as education transcripts, personal resumes, etc during the interview process.

Planning for the Future

10. Evaluate the job market within your externship experience and predict any changes within the next five to ten years based on new technology, the economy and new product development.