

Box 16.3 Reflection

A reflective diary can be useful as a tool for personal and professional development. You can write down:

- Your personal goals.
- The approaches that you plan to take to achieve these.
- A strategy for managing the barriers and using the facilitators.
- A record of your progress: the learning and the achievements.
- The changes to your goals as you progress.

Remember to mark your entries with a date so that when you look back you can see what you have achieved within the timescales. Sometimes I use my reflective diary to simply brainstorm new ideas or to get a few things off my chest when things aren't going to plan. It's surprising what these notes can reveal!

You might want to go back to Chapter 6 where you had the opportunity to explore reflection and consider some of the tools that can make the process both easier and more useful.