Unit 201: Employment and employability in the construction sector (Learner)

# Worksheet 11: Effective planning and reflective practice

**Task 1:** Read the following statements. Circle whether they are true or false.

1 Poor time management can lead to mistakes and low-quality work in the UK construction industry.

**True or False**

2 Effective time management can help to reduce stress in the UK construction industry.

**True or False**

3 Planning and managing time is not important for meeting project deadlines in the UK construction industry.

**True or False**

**Task 2:** SMART target activity

Identify an area of your practical course work that you would like to improve or focus on and, using the SMART framework, record how you will achieve this element.

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| Specific: |
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| Measurable: |
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| Achievable: |
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| Relevant: |
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| Time-bound: |
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**Task 3:** Fill in the gaps with the words provided below.

As a tradesperson in the construction industry in the UK, \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ practice involves continuously examining and critically evaluating one’s own performance, actions and decisions to identify areas for improvement and make positive changes.

Reflective practice is essential due to the \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ nature of construction projects and the wide range of skills and knowledge required to successfully complete them. Without reflective practice, it can be difficult for tradespeople to \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ their skills and knowledge, which can lead to \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ quality work and project delays.

Examples of reflective practice include evaluating project outcomes, seeking feedback, reflecting on \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ challenges and continuing professional development. By engaging in reflective practice, construction professionals can identify \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ and weaknesses in their performance, learn from \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_, and improve their skills and knowledge over time, ultimately delivering better projects and improving their overall performance in the industry.

In addition to the examples above, tradespeople can engage in reflective practice by analysing \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ processes, seeking out and engaging with \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ role models, and \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ their own progress toward personal and professional goals. By engaging in reflective practice, construction professionals can identify strengths and \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ in their performance, learn from mistakes, and improve their skills and \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ over time, ultimately delivering better projects and improving their overall \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ in the industry.

successful monitoring weaknesses knowledge performance

complex project reflective improve low

mistakes strengths work

**Task 4:** Using the previous text you filled in, answer the following questions.

1 What are the benefits of engaging in reflective practice in the construction industry?

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2 How can tradespeople engage in reflective practice in a practical way?

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3 What role does reflective practice play in maintaining high quality standards in the construction industry?

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4 What are the benefits of engaging in reflective practice for tradespeople in the construction industry?

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5 What are some common challenges that tradespeople face when engaging in reflective practice?

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6 How can tradespeople use reflective practice to improve their skills and knowledge?

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7 How can organisations support tradespeople in engaging in reflective practice?

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**Task 5:** Reflective practice

Use the internet to explore the different learning styles and write a definition for each style.

1 Activists

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2 Reflectors

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3 Theorists

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4 Pragmatists

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