

# Reflective Self-appraisal

*Reflecting on your experiences and achievements to make conclusions about yourself and your plans.*

Reflective self-appraisal gives you a better understanding of your strengths and weaknesses. It also allows you to assess how well you are meeting your action plans. It is necessary if you're to keep control of your personal development.

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## Good practice

- make a conscious effort to 'take stock' at the end of each action plan period
- appraise your progress against your action plan
- identify your personal strengths and weaknesses by referring to your achievements and disappointments
- be objective to recognise your shortcomings but be positive about yourself - we all have strengths and weaknesses
- judge whether you have fulfilled your potential
- consider whether your medium and long term plans are achievable and appropriate.

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## Questions for reflection

When reflecting, ask yourself these questions:

Have I...

- ...carried out what I planned to do? If not, was there something beyond my control that prevented me?
- ...reached the achievements that I planned to? If not, why not? How can I make up the difference?
- ...made the most of opportunities?
- ...struggled for my achievements or have they come easily?
- ...enjoyed the work and other activities I've been doing?
- ...shown the ability to achieve my career plans? If not, am I sure they're realistic?
- ...confirmed my interest in my chosen career area? If not, has any other area caught my attention?
- ...developed both subject and general capabilities?
- ...acquired a better understanding of myself?
- ...changed my values over the year? If so, what are the consequences?
- ...maintained a balance that's right for me between work and other areas in my life? If not, why not? What can I do about it next year?
- ...maintained relationships with family and friends?
- ...kept fit and healthy?
- ...had fun?