

Work Study/Mentorship Reflection Journal

- Is a required portion of biweekly time sheet.
- Is not a list of duties or jobs.
- Must be written in ink, not pencil, typing is optional.
- 5-6 sentences are sufficient.

Some content suggestions:

1. Target a particular skill and tell how you are gaining in that skill.
2. Write short anecdote illustrating an interaction with a boss, co-worker, or customer, and show how you handled the situation.
3. Give an account of a lesson you learned on the job.
4. Write about a challenge you faced on the job.
5. What part of your job makes you feel most accomplished?

First week dates: _____

Second week dates: _____
