

Exam Number:	Submisison 8
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At the beginning of the Edinburgh Award, you chose three skills that you particularly wanted to strengthen. During the Award you’ve also looked at how you can increase the impact you have on others.

Please provide a written account that shows you have been purposeful and reflective in working on your skills and impact. At this stage you should also include an indication of how you may intend to change your approach for the remainder of your time on the Award given what you have learnt to this point.

Your submission will be reviewed by students across the Award who are not involved in the same activity as you so please ensure your reflections can be understood by anyone.

If needed, further guidance, example submissions and the criteria on which submissions are judged are available at: <http://www.ed.ac.uk/edinburgh-award/peer-assessment>

***Note:** As part of the Edinburgh Award, your submissions will be reviewed by other students and staff, and may be used elsewhere (in part or in whole) – your name will never be attached and only the content you enter will be used.*

Instructions

There are four boxes below, one for each of the three skills you wanted to strengthen and one for the impact you have had. In each box write about 200 words describing **what progress you have made** (if any), **what steps** you have taken to try to improve this skill, **what you have learned** from your experiences and **what you might change** in your approach for the remainder of your time on the Award.

Don’t worry if you haven’t made as much progress as you would have liked; your description can include what has limited your progress and if there are different approaches you would take in the future. For example, you may have found that you initially overestimated your ability in one of the skills – that’s OK.

Write so that your text makes sense to someone who has had no connection with your activity.

Skill One:	Time management
On the aspect of trying to manage my time more efficiently, I have made some progress with it. I have been more punctual for my arranged meetings. It has arguably affected me a lot in general as it has spilled over to my personal life. For instance, I would always be 5 minutes early in order to be punctual for whatever pre-proposed plan. This taught me self discipline as well. Keeping to the time better prepared me for the real world as it makes me more professional. I learnt that it tardiness is a bad characteristic to have, one that reflects super badly to whomever is meeting you. That being said, there are occasions where I do end up being late. I hope to change that, and ensure that I will be on time for all subsequent events. I will do this by organizing a timetable daily to keep up to date with all my ongoing activities.	

Skill Two:	Verbal communication and presentation skills
<p>I feel that my verbal communication and presentation skills can be further improved. Over the course of my term as President, there are many moments which I believe I could have better decimated information and talking to my peers. That being said, I have made slight improvements overall in this regard. I have tried to ensure effective communication flows within my executive committee. I have also ensured minutes are taken for every meeting, no matter how small it is. This way, I believed it was easier to get everyone up to speed regardless if they have missed any meetings. I would try to improve my skills further by talking more to my peers and finding out what I am lacking. I aim to build the charisma and oration skills needed as they would be immensely beneficial for my future.</p>	

Skill Three:	Decision Making
<p>My decision making skills have more or less remained the same. I feel this is a huge disappointment as I did expect to improve myself in this regard. For instance, there are many occasions where I have failed to deliver a key decision which led to a whole series of unforeseen events. I would tend to let my members make certain key decisions, even if I strongly disagreed with them. To this, I plan to develop this important skill through exercising my right as president, trying to be more assertive in the way I handle situations. I often fumble around coming to a definitive conclusion, as I have too many considerations and reservations on the tasks that I have at hand. The need to be more firm and steadfast in the way I carry out my responsibilities would also prove to be an invaluable asset throughout my life.</p>	

Impact on others
<p>I felt I have made significant contributions to many people lives. During my term as president of the Singapore society, I helped organized many new events which were a huge hit with the locals and students alike. Deepavali celebrations in 2016 was a significant step towards my goal of making Singapore culture more prominent on campus. I have also helped people wiggle their way through many important milestones, and impacted their lives. I made sure they stood up for themselves, and kept their ground in whatever decisions they made. I also entrusted responsibilities to my team, which in turn benefitted them as they became more confident and assertive during their term in their respective roles. Overall, the impact I have given to others is significant and I would continue my best to help improve as many people lives as I can, whilst promoting my society and improving myself.</p>