

Using Feedback - Reflection and Action Planning

2. Action Plan

This Action Plan should be completed in conjunction with your Academic Advisor based on a discussion around your completed **1. Collation of Feedback form**

Academic Year:	
Student Name	
Academic Advisor Name	

Following a discussion with your Academic Advisor about your reflections on feedback received on completed assessments please identify between 3 and 6 Action Points (Aims) that will help enhance your academic attainment in future summative work.

Guidance notes are provided to help you understand how to construct meaningful aims, targets and actions

Ideally you should **revisit** this Action Plan with your Academic Advisor to check on your progress against action areas and identify further aims as and when required.

Aim 1.		Completion date	
Targets to achieve aim:			
Actions required:			

Aim 2.		Completion date	
Targets to achieve aim:			
Actions required:			

Aim 3.		Completion date	
Targets to achieve aim:			
Actions required:			

Aim 4.		Completion date	
Targets to achieve aim:			
Actions required:			

Aim 5.		Completion date	
Targets to achieve aim:			
Actions required:			

Aim 6.		Completion date	
Targets to achieve aim:			
Actions required:			