

APPENDIX V

Process Journal - Sample

This is a sample of what your process journal could look like. You may come up with your own format, in online or print version, but below shows you the five details you MUST include.

Process Journal

Date:

Here you can indicate the ATL skill categories that this particular journal entry addresses.

1. ATL skill categories addressed in planning

Thinking Social Communication
 Self-Management Research

Here you record your Journal Entry. This can be as long or as short as you wish, but remember it must **show your research, your reflections and thinking** as you progress with your project. It is good to attach photos, tables, graphs, research notes, etc., anything that represents your learning journey.

2. Research, Interview or General Notes:

Today I met with XX a well recognized Architect in XX. He has 30 years experience in the industry and specializes in Eco-friendly homes. He has been helpful by providing me with a list of authors and websites of architects who build and design eco-friendly homes. (see attached list)

XX viewed my first designs and made the observation that I need to research a little more about the materials available in WA and to make decisions as to the rules of Eco-building that I am going to follow. He mentioned that every design project requires compromise and that I need to be clear on what aspects of Eco-design are most important to me.

I am going to do a literature review on the sources he has given me and make modifications to my design based on my findings.

3. Explain why this reflects the ATL skill category you identified:

Research: I have identified Primary and Secondary resources, I have accessed information.

Communication: I have received feedback on my designs and practiced active listening while meeting with XX.

Self-Management: From my meeting I have made a plan to move forward with my project.

4. List the sources of information you based your research on here.

http://www.gowelding.org/Basic_Welding.html

Welding for Dummies by Steven Robert—pages 15-18

Highlight the sources that provided the most useful information and evaluate only these sources.

5. Evaluation of Key Sources

- http://www.gowelding.org/Basic_Welding.html:

This site is a credible source. It contained a lot of information from the history of welding to the skills required to weld and from my broader reading the information appeared accurate. The site linked to Australian TAFE courses, which gave me confidence in its authority and authenticity.