

LINDENWOOD

UNIVERSITY

LEARNING ACADEMY

One effect of the COVID-19 pandemic is that many professional development events on and off campus have been cancelled or postponed; however, that is no reason to stop learning! The Lindenwood Learning Academy encourages you to recognize how you are developing as you work in new ways, to seek out new learning opportunities, and to reflect on what you are learning and how you will apply it. Toward these ends, consider using this template to create your own Learning Log.

Bonus: Tracking your learning in this way will be a big help when you need to discuss professional development with your supervisor or report it during evaluation time.

LEARNING LOG

What I did	Date(s)	What I learned	How I will use this going forward	How I will build on what I learned
<p>Ex: Recorded first online “mini-lectures”</p>	<p>March</p>	<ul style="list-style-type: none"> How to use Canvas conferences How to break up content into “bite-sized” segments 	<p>Certainly will use again for future online teaching, but also thinking about how to make content more digestible with “mini-lecture, application” combos in on ground courses</p>	<ul style="list-style-type: none"> I will likely try out then assess a similar approach in my on ground courses, but also will gather feedback from current students on how this worked for them May search for resources to learn more about segmenting content or creating engaging mini or micro-lectures and/or ask to view colleagues’ mini-lecture recordings to get ideas

				for making my online recordings better
Ex: Completed the LinkedIn Learning course on Project Management Foundations	April 3rd	There is way more to project management than I thought! I learned the basics of project planning– how to identify and engage stakeholders, how to create project goals, how to choose a project strategy, how to determine budget.	I'm going to apply it where I can to my day to day work, treating the ongoing tasks like a project to make things more organized, coherent, and strategic. I'm also going to apply it in my volunteer work as a Girl Scout leader.	I plan to ask my supervisor if I can practice implementing what I learned by serving as the project leader for our next big initiative.

