



## Reflective Diary

Writing a reflective diary is a powerful self-reflective and self-evaluation tool. Each individual has a different way of keeping a reflective diary. When working with people with PTSD, volunteers and other type of social helpers working in NGO sector, often experience distress. Writing a reflection log is very important tool for monitoring and evaluating own experience.

### **Module**

- Self care

### **Submodules**

- Supervision

### **Group size**

- Small group

### **Duration**

- 60 - 90 min

## Keywords

self-reflection, self-exploration

## Aims

The tool can be used to describe individual work engagement, evaluate important events in work related platform, reflect on own habits and behaviour and enhancing personal development.

## Participants

The activity is suitable for individual work BUT could also be used in a group work (Small group between 7-12 participants) with the experienced supervisor.

## Description

Each individual will have a different way of keeping a reflective diary. There are, however, some general points to reinforce to learners about it. It should be:

- A record which is useful to you
- A cue to memory
- Honestly written
- Enjoyable to you in its production

## Getting Started:

- Set aside time for writing
- Allow time for the sifting of thoughts and ideas
- Do not worry about style, presentation
- Remember that the aim is to facilitate reflection on practice
- Find evidence to back-up your thoughts: what evidence do I have for what I have just written?

## Begin by asking:

- How do I see my role as a professional (purposes and intentions)?
- Why did I become a professional?
- What kind of professional/practitioner do I think I am?
- What values do I believe in?

The exercise is meant for individual writing of a reflective diary which can be used for the purpose of reflection of one's own profession, work productivity, well-being in the workplace and can, with regular use, be a very powerful tool for checking these areas. It is important that the exercise is done regularly and consistently.

We conclude the activity with a discussion and feedback from the participants.

## Material

paper, pen

## Method

self-awareness, internalization, reflexion

## Advice for Facilitators

The supervisor can be a big help to people that chose to write a reflective diary. He should offer information about the instructions of writing down this activity, what reflection means, how to correctly fill out a supervision form, etc.

## Source (APA)

Adapted from: Maclean, S. (2010). *Social Work Pocket Guide to Reflective Practice*. Lichfield, WS: Kirwin Maclean Associates Ltd

## Handouts

You may download the handout from [here](#).

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