IBCP Service-Learning Reflection Rubric

For research, collaboration, or an event done for your Service Learning project, you must log it in ManageBac with a reflection and evidence. Each entry should be for one section of time. For example: you can't clump research you did over 15 days into one entry. However, if you did 3 hours of research in one day for your project, you will write one reflection and upload any evidence you have of that research (notes, online pamphlet you created, picture, etc).

Category	Description
Learning Objectives	Must refer to at least 4 of the following criteria: • deepen learning • consider relevance of experience • explore personal and group values • recognize the application of knowledge, skills and attributes • identify strengths and areas for development • gain a greater understanding of self and others • place experience in a larger context • generate relevant ideas and questions • consider improvements in individual and collective choices and actions • transfer prior learning to new situations • generate and receive constructive feedback • develop the ongoing habit of thoughtful, reflective practice.
Learning Outcomes	Must refer to at least one of your learning outcomes checked at the end of your reflection. • Demonstrate engagement with issues of global significance • Demonstrate participation with service learning experiences • Demonstrate the skills and recognize the benefits of working collaboratively • Identify own strengths and develop areas for growth • Recognize and consider the ethics of choices and actions.
Authentic Reflection	Must reflect on the process of completing the research, collaboration, or event, the challenges you overcame, what you learned, and how it helped you grow your knowledge and understanding in your career path. Discussing the objectives and outcomes above should lead to authentic reflection. However, be sure to incorporate feelings and detailed experiences from your entry.
Grammar, Punctuation, Spelling	Reflection must show professional skills such as correct grammar, punctuation, capitalization, and spelling.
Word Count	Must be 100 words per hour. If your entry is over 4 hours, your reflection has a wordcount minimum of 400 words. Clarification: if you have an entry for a 6-hour event, you may write a 400-word reflection as long as you are meeting the requirements above.
Logging in ManageBac	All reflections should be logged along with your evidence in "Service Learning" on ManageBac under your specific project. At the top of each entry, your title should be in the format: **(1 Hour Direct)** Entries should be logged as you complete them.