


Participating in Seminars – Contributing to Seminars

 Activity 3					
<p>Now is a good time for you to evaluate what you have contributed in seminars so far and plan a strategy for improving your contributions. The following questions should help you to evaluate your contribution and focus on areas for improvement.</p>					
	Poor	Adequate	Good	Excellent	Action to Take
Have I been fully prepared for seminars?					
Did I arrive on time?					
Did I ask questions that were relevant and useful to the group?					
Was my body language encouraging?					
Did my mind wander off the topic that we were discussing?					
Did I disagree with another students' points in a way that put them down?					
Did I make clear notes of key points and references to follow up?					
Do I know what I have to do in preparation for the next seminar?					

So that is what you think of your seminar performance so far. Set aside some time to carry out the things you have listed in the 'Action to Take' column and do them! Then, come back to this list after your next seminar and reflect on how you have progressed.