

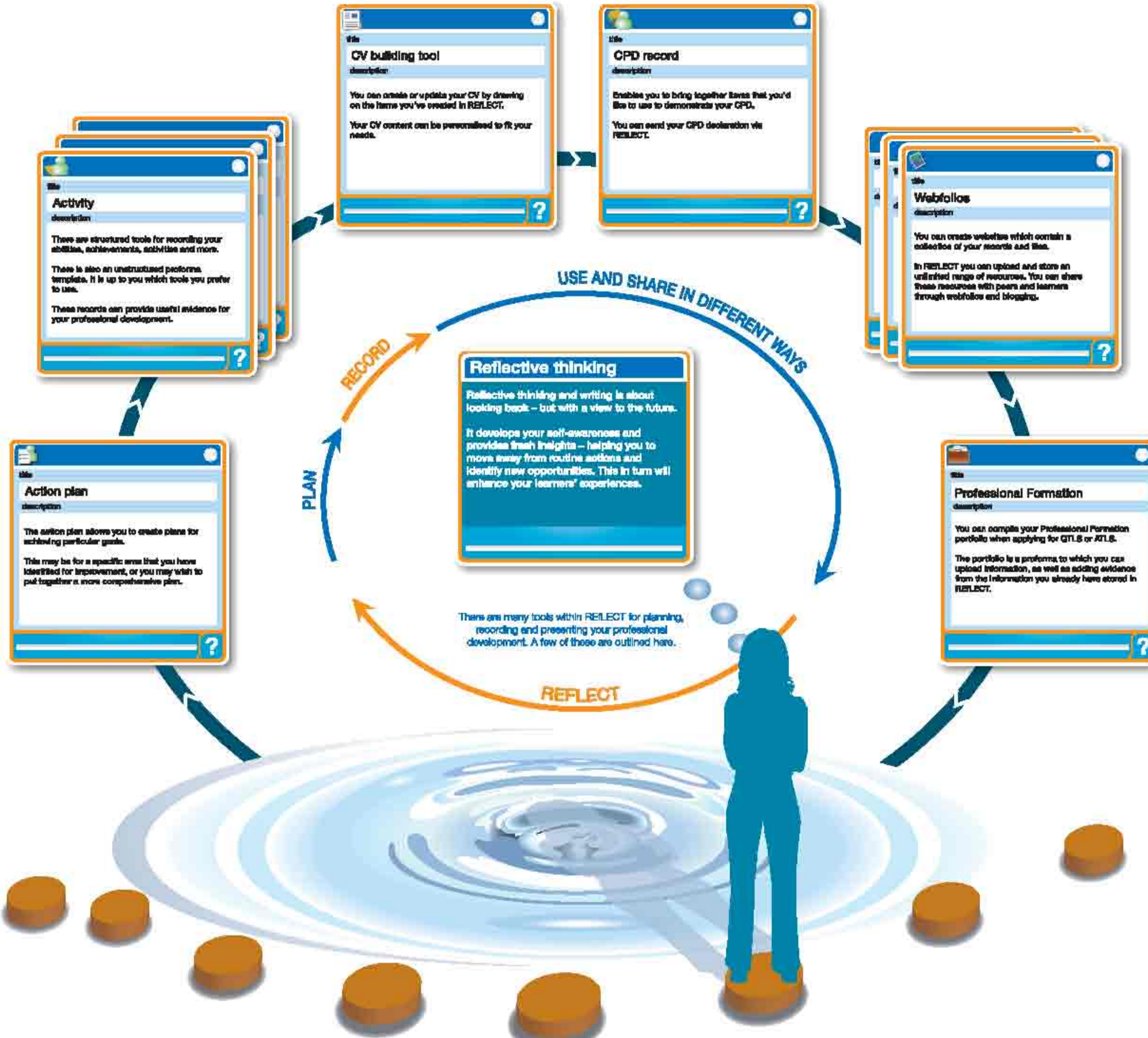
About REfLECT

REfLECT is an online system available free to IfL members. In REfLECT you can:

- Plan, record, reflect upon, evidence and declare your Continuing Professional Development (CPD) record
- Store all your documents in one place and pull them together in different ways to demonstrate your personal and professional competencies e.g. for job applications
- Choose what you'd like to share and what you'd like to keep confidential
- Compile your Professional Formation portfolio

At the heart of REfLECT is a reflective approach to improvement – identifying new opportunities and enhancing your learners' experiences.

REfLECT is designed by teachers, for teachers, to meet your professional needs and save you time.



What all this means for you

It's easy when you know how

Familiarity and confidence with IT is important in today's learning environments. REfLECT is designed for users with all levels of IT literacy and using it will improve IT skills. You can add new IT skills to your Professional Formation portfolio.

Develop skills and save time

- Once you are familiar with REfLECT it will save you time and stress:
- Storing all your files in one place means you don't waste time searching for or updating multiple files
- Being able to access all your files from anywhere online means you don't waste time transferring files to and from portable storage media
- You can quickly bring your files together for different purposes, saving on admin time

Share ideas and best practice

You can share your documents and information with anyone you choose. Collaborating and getting feedback (e.g. on your lesson plans), by sharing your files or blogging, can provide new insights.

Accessible and transferable

You can access your files from anywhere online. You can also access REfLECT on your mobile, find out more at www.ifl.ac.uk/reflect

REfLECT supports you in demonstrating your competencies for other purposes – such as apprenticeships and job applications, as well as other professional bodies you may belong to.

What next?

Have a go

If you haven't already logged in to REfLECT have a go!

You can access REfLECT via the IfL website www.ifl.ac.uk and then follow the links for REfLECT.

Talk to other users

Visit the REfLECT web forum to share ideas and find out which REfLECT tools other people are using and how.

Support

- Training
The IfL Connections network provides training sessions. To find out more visit www.ifl.ac.uk/connections
- Help within REfLECT
You can get more information about REfLECT features by clicking the associated help buttons within REfLECT.
- Advice and guidance
If you need further assistance you can phone 0844 815 3202.

What do you think?

Our aim is to provide the most effective online system we can. If you have any feedback please email us at cpd@ifl.ac.uk

What IfL members are saying about REfLECT

"Staff throughout our college have been using REfLECT for their Continuing Professional Development. Reflecting on their own development and being able to share that with colleagues, has had a positive impact upon their learners, themselves and the college."

Frank Gill,
Principal,
Knowsley Community College

"We live in a technological age. Through using REfLECT, our staff have become more confident with new technology. REfLECT means more organisations can achieve the government's ICT targets, and learners have a better experience."

Rosalind Pearson,
Head of Education and Training,
West Kent College

"REfLECT is a fantastic way to share information and best practice across our organisation to support continuous improvement."

Sarah Pigott,
Learning and Development Co-ordinator,
Bensus Training Limited

"I put off using REfLECT because I thought it would be time-consuming and difficult to use. Once I had a go I quickly got the hang of it – and am finding it easy and quick to use."

Debbs Curtis,
NVQ Assessor and Tutor,
Baldwin Training Centre

"Anyone who qualified as a teacher after 2007 is required to undergo Professional Formation to achieve A/QTLS. REfLECT is a great tool for compiling your Professional Formation portfolio, providing a framework that is both structured and flexible."

Engin Mustafa,
Head of Learning and Development,
APCOA