

Instructions for writing a learning diary as a part of Winter school 2022

What is a learning diary?

A learning diary is a description of your learning process. You can write the learning diary chronologically or you can write the learning diary thematically and draw themes from Winter School's sessions. The purpose of the learning diary is to deepen your learning on the themes of Winter School and to help you with constructing new knowledge in relation to your own experiences and what you have previously learnt. Therefore, reflections play a key role in your learning diary.

A Learning diary is NOT

- A summary of lecture or lecture notes
- A free text flow on anything
- A list of ideas and thoughts without a context or further reflection

It is important that you do not write the learning diary in one sitting but during and after the Winter School programme. Instead of listing things you liked and did not like, try to think more broadly why you agreed or did not agree with something that the lecturer presented.

General guidelines for learning diary:

Start your learning diary with a short introductory text that includes your expectations for the week and your personal learning goals. End your learning diary with a summary in which you reflect on your progress during the week and how you met the goals you set for yourself. In your learning diary you can use questions below to help with the writing process. Learning diary should be one coherent text that can include subtitles.

Note that if you use any literature to support your reflections, you should cite the publications correctly and include them in a bibliography.

Questions to support the writing process:

- What did I learn? What was new information?
- What surprised me, why?
- What thoughts did I disagree / agree with the lecturer?
- If I had any earlier conceptions on the theme, did they strengthen or change?

- What was unclear or what I didn't understand. And why?
- How can I use the new information to support me in my (future) work as an educator?
- How will the new information support my professional development?
- What else can I reflect on?

Technical instructions:

- Title page (incl. title, name, date)
- Easy to read font, e.g. Arial, Calibri, Times New Roman
- Font size 12 pt, line spacing 1.5
- 2,54 cm margins on each side
- Justify the text between the margins
- Text length:
 - 0,5 page introductory text
 - 2,5-3,5 pages learning diary text
 - 0,5-1 page summary
 - ~ a total of 5-6 pages of text
- File type: .pdf, .docx or .odt
- If you have used literature for your learning diary, remember to cite them correctly using APA 7th ed. and include the sources in a bibliography at the end of your learning diary.

Send the learning diary by 23 December on gintlindia@jyu.fi. Remember to attach your learning diary as a separate document on the email.

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