

Group Reflection Checklist

Group Name: _____

Project Reflection: _____

Step	Action	Notes
1	<p>Set clear expectations for the group reflection</p> <ul style="list-style-type: none">• How will everyone share ideas?	
2	<p>Reflect on the positives</p> <ul style="list-style-type: none">• What went well?• What made you feel good?• What did we accomplish?	
3	<p>Reflect on areas of improvement</p> <ul style="list-style-type: none">• What didn't go well?• Where did we struggle?• What obstacles did we face?	

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Step	Action	Notes
4	<p>Reflect on how you handled situations</p> <ul style="list-style-type: none">• How did you respond to positive moments?• How did you react to stressful moments?• How did you support one another as a team?	
5	<p>Plan for the future</p> <ul style="list-style-type: none">• What will you do next time?• What will stay the same?• What will change?	