

Quarterly Learning Journal Template

- The purpose of the learning journal is to help you to reflect on your project and to capture what you are learning.
- The learning journal is shared within the learning network to inform other members of your successes and challenges so that they may ask questions about your project activities.

Please answer the below questions. Post the text on the Quarterly Learning Journal wiki page. Send it in Word format to the learning network facilitator.

1. Briefly highlight the project activities that you did this quarter according to your work plan (you may cut/paste from your Progress Report).
2. Which of the project activities that you did this quarter would you consider to have been successful? How are you defining success in this case? To what do you attribute the success you observed this quarter?
3. What challenges did you encounter this quarter? How did you address them this quarter, and/or how will you address them in the upcoming quarter? Not all challenges can be overcome. Will you be able to overcome these challenges, why or why not?
4. What specifically did you learn this quarter? Your response may be internal to your organization or project (what is working well or how best to address an issue) or external (new ideas, methodologies, approaches).
5. How could the learning network or resource panelists support you and your project? Are there specific questions or topics that you would like to discuss with the learning network or resource panelists?
6. What upcoming project activities would you like to highlight for the learning network?
7. What did you learn at industry events this quarter? What are upcoming industry events and will you attend them?
8. If you had to tell someone one particular item that you observed, had an insight on or learned this quarter about participating in a Learning Network, what would it be?