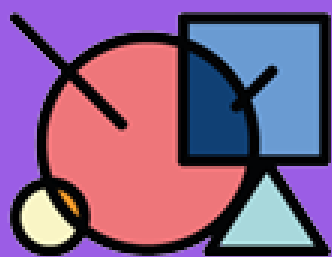




MICRO TASKS



S4B

Note to user: After familiarizing with each video pill, the user will be provided with the opportunity to perform several tasks/activities/games in order to practice and further develop the respective skill.

Active listening

Audio reflection journal

MICRO TASK NUMBER: 1

01 What are the objectives of the task?



The objective of the Audio reflection journal micro-task is to develop and strengthen active listening skills through regular audio reflection and self-awareness. By regularly engaging in the Audio reflection journal, you will develop a valuable habit of active listening and deepen your understanding of various audio materials and messages. With each entry, you will take meaningful steps towards strengthening your active listening skills and unlocking the benefits of reflective listening.

02 What will teachers learn?



- Active engagement

You will learn how to actively engage with recorded materials, such as podcasts, audiobooks, or TED talks, to enhance your listening comprehension. Through focused listening, you will train yourself to capture important information and

key insights from audio sources effectively.

- Reflective Listening

The journal will help you understand the benefits of reflective listening. By taking time to process and analyze the content you've heard, you will identify areas for improvement in your active listening abilities. Reflective listening enables you to gain deeper understanding and make connections between different pieces of information.

- Awareness of Listening Patterns

By regularly engaging in audio reflection, you will become more aware of your listening patterns and tendencies. Recognizing any distractions, moments of disengagement, or areas of difficulty will allow you to address and improve these aspects over time.

The positive impact of performing this micro-task will present in the following benefits:

- **Enhanced Focus and Concentration:** As you practice active listening through the Audio reflection journal, you will experience improved focus and concentration during conversations and presentations. This heightened attentiveness will enable you to grasp important details and fully comprehend the message being conveyed.
- **Retention and recall:** The habit of reflecting on audio materials will boost your ability to retain and recall information. By reviewing your notes and reflections, you reinforce the content in your memory, making it easier to recall when needed.
- **Strengthened active listening skills:** Consistent and intentional audio reflection will contribute to the development of stronger active listening skills. Over time, you will notice significant improvements in your ability to engage with various audio sources and extract essential information.

03 Tasks and procedure



Designate a specific time and stick to it - Choose a specific time each day or week for developing your Audio reflection journal. This designated time will help you establish a routine and ensure regular practice.

Select audio materials - Choose a variety of audio materials to listen to, such as educational podcasts, informative audiobooks, or thought-provoking TED talks. Ensure that the content aligns with your interests and learning objectives. If you want to make the task more challenging, you can choose topics that you are not interested in or have no prior knowledge of. In this way, you will be even more focused on what you listen to.

Structure your journal - Create a simple structure for your journal entries. Include the title of the audio material, the date of the reflection, and any relevant notes or thoughts you have during the listening process. *Sample structure can be found below. Feel free to modify it according to your needs and preferences.*

Take detailed notes - As you listen to the audio, take notes on key points, essential themes, and your personal reactions to the content. Record any questions that arise or insights you gain from the material.

Engage in reflective thinking - After listening to the audio, set aside time for reflective thinking. Consider the main message, the impact of the content on your thoughts, and any connections you make with prior knowledge.

Identify areas for improvement - Use your reflective analysis to identify areas for improvement in your active listening. Be honest about any challenges you faced during the process.

Set goals - Based on your reflections, set specific goals for enhancing your active listening skills. These could be small actionable steps that you can take to improve.

Regular review - Regularly review your Audio Reflection Journal to track progress and maintain awareness of your active listening habits. Notice and celebrate any patterns or improvements over time.



Sample Structure of the Audio Reflection Journal

Title of audio material: *Title of podcast, audiobook, audio message, TED talk, etc.*

Date of reflection:

Notes and reflections:

Your notes and thoughts during the listening process go here. Include key points, themes, and reactions.

Reflective analysis:

Your reflective analysis of the content goes here. Consider the main message, impact, and connections with prior knowledge.

Areas for improvement:

Identify areas for improvement in your active listening skills and set goals for improvement.