REFLECTION—CRITICAL INCIDENT RECORD

(Complete one each week of service-learning placement)

Student Name:_____

Service Site: _____

Choose an event (from your service-learning field work) that took place this week—that you either observed or in which you participated. It should be an event in which a decision was made, a conflict occurred, a change was made, or a problem was resolved (the "problem" might be a difficult decision you had to make on your own or a problem involving many members of the organization). Describe the event and how it was resolved or concluded. Identify those individuals involved in the event. What is their role in the organization? Why was the issue important to them? Who was influential in the outcome and why? Describe the communication process that took place. If the event is a decision you made, why did you decide as you did? Based on this event, what conclusions can you draw about people and organizations?

Week incident took place:_____

Description (Use back and/or additional pages as needed):

Eyler, J., Giles, D.E., & Schmiede, A. (1996). *A practitioner's guide to reflection in service-learning*. Nashville, TN: Vanderbilt University.