Reflective Practice Worksheet

Reflection-on-Action

Use this worksheet after any session that was surprising, puzzling, or particularly instructive. The goal is not to evaluate yourself but to learn from the experience.

Name: _____ Date: _____

Case/Session: _____

1. What happened?

Describe the moment or situation without judgement. What occurred, and what made it stand out? What did you do?

2. How did you feel — during the session and after?

Feelings are legitimate data. What were they telling you?

3. What did you notice in the room that informed your decisions?

What critical moments did you register — shifts in tone, energy, body language, pacing?

4. What was the theory or assumption underlying what you did?

What belief about conflict, parties, or your role was shaping your response?

5. What was useful and effective about your approach?

6. What would you do differently — and why?

7. What are you carrying forward into your next practice?

What is the learning you want to remember and apply?

The Conflict Management Academy

Adapted from Donald Schön's reflection-on-action framework and Michael Lang's reflective practice methods