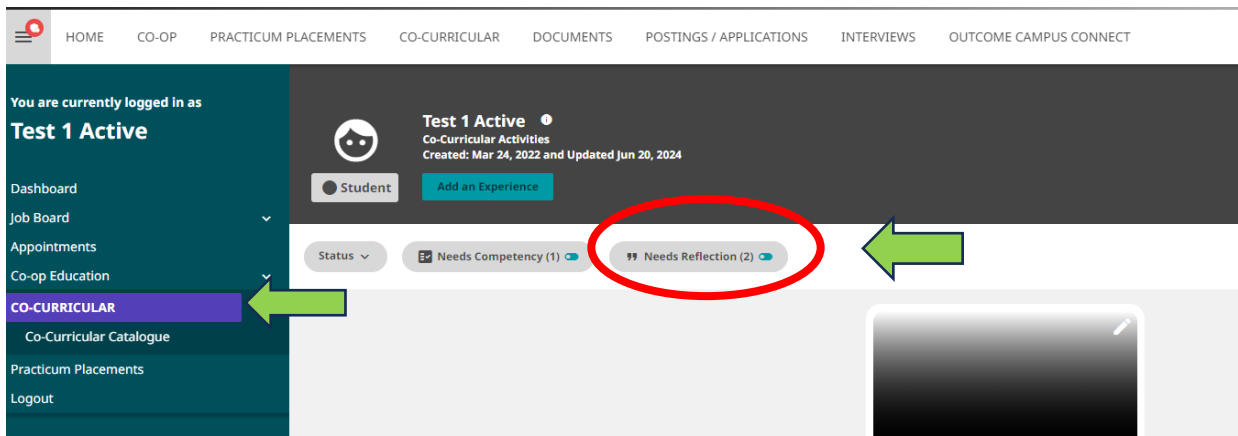


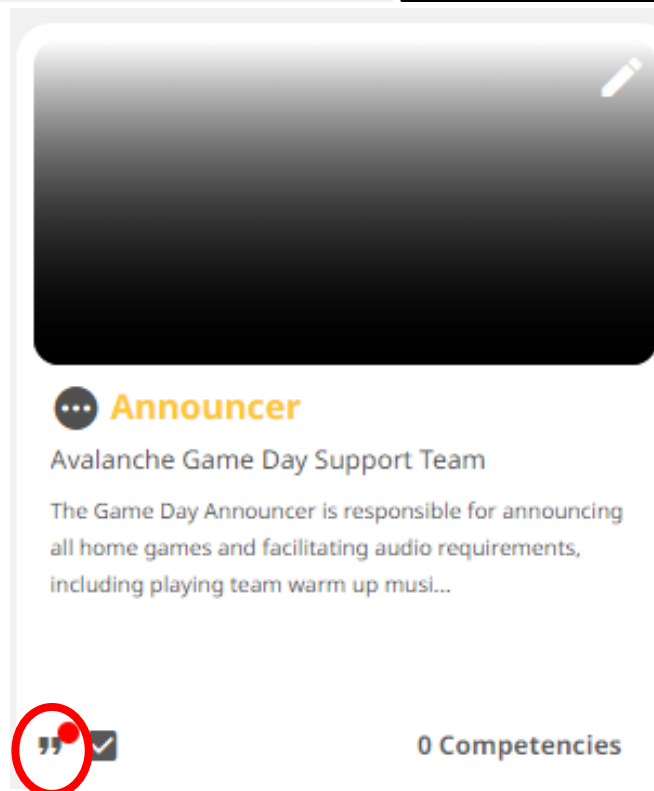
How to add a reflection on your co-curricular profile.

A reflection piece for a co-curricular activity is a written account where you think about and analyze your experiences while doing the activity. It usually involves considering what you learned, how the experience impacted you, and how it connects to your personal or academic goals. This reflection helps you gain deeper insights from your involvement and demonstrates how the activity contributed to your overall growth and development.

1. To add your reflection on the activity or position you participated in, go to the Co-curricular landing page and click the **Needs Reflection** button.



2. A new screen with the name of the position will open. Click on the **quotation marks with the red dot**. When you hover over it, it says **Needs reflection**. A new screen will appear when you click on it.



3. To add your Reflection, click on the **Add Reflection** button.
4. To edit your reflection, click the **Edit/Close** button at the bottom of the screen.

Note: If your position has been approved by a Validator, you will NOT be able to change your reflection.

