**LAW SOCIETY OF SCOTLAND**

**WORK-BASED LEARNING MODULE**

**LOGBOOK**

**Full instructions for this module and for completion of this logbook are given in the Work-Based Learning Module Guide. It is anticipated that in order to meet the relevant learning outcomes (1(c), 2 and 3 listed on page 1 of the Guide), candidates will log between 8 and 10 transactions / tasks in this Logbook.**

**Candidate Name: …………………………………………………………………………………………**

**Candidate ID No: ……………………………………………………………………………………………**

**Date Submitted: …………………………………………………………………………………………….**

**Transaction / Task Record**

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| **PART 1 - Background**  Provide a brief background narrative of the transaction and its aims. Bear in mind the requirement for confidentiality. (200 word summary) |
| **PART 2** **– Candidate’s Role**  What was my role within it? This section should focus upon your input into the task? Describe how you interacted with others in seeking to attain the “goal” of the transaction or solving the problem you were tasked with? What did you do? Why did you do this? Where there any alternative courses of possible action? (350 words) |
| **PART 3 – Reflection**  Reflect upon your role. What did you learn from this experience? What will you take forward to next task? See FAQ section for further guidance re this reflective element. (350 words) |
| **PART 4 – Learning Outcomes**  Explain which learning outcomes you feel you have attained from this experience from outcomes 1(c), 2 and 3 above and state briefly why. (150 words) |

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