

# Reflective Diary

**Mentor's Name:**

**Mentee's Name:**

**Date:**

Goals/ achievements	What were my goals in my mentoring work?  Have I achieved these goals with my mentorship?  Was the mentee satisfied with my work?  How do I know if she/he was satisfied or dissatisfied?	
Self-reflection	Does my personality match with my mentee's personality? If yes, why? If no, why, not?  What did I learn during the mentoring process?  How did I feel (emotionally) in the mentoring situation?	
Possible limitations	Did my action/support match with the mentee's expectations? If yes- how? If no- how?  Did I experience any limitations (e. g.: lack of knowledge/ competence/ information/ understanding, circumstances) that hindered me from giving proper support? If yes-why?	
Knowledge and competence	What competence and knowledge did or should have helped me in this mentoring process?	
Interpretation of experience Future action	How does the meeting connect with previous experience?  Could I have managed the mentee's inquiries better? How?  What could be my follow-up plan for the next meeting?	