Reflective Teaching and Planning Academic Level : Bachelor Paper details Write a 3 - 5 page paper (NOT including the title or references page!) Your entire paper should be in APA format; double spaced, font color – black, font size – 12, font style – Time New Roman, with a cover page, and References page (reference your textbook and other sources if you wish) in APA format. Include an introduction paragraph, body, and a conclusion paragraph. Quotes should RARELY be used in formal papers if ever! Identify and discuss the Four-Step Planning process. Are the concepts reflective teaching, inclusion and skill levels important factors when developing a successful Four-Step Planning process? Why? Explain. Discuss in each step of the 4-step planning process how these concepts (e.g., reflective teaching, inclusion, and skill levels) will be implemented and applied. Be Specific. Give examples. Please utilize the textbook chapters as resources and site in APA format where appropriate. For example, (Graham, Holt/Hale & Parker, 2020) or if you use a quote (Graham, Holt/Hale & Parker, 2020, p.30). . Please DO NOT Google and pull things from online and then just paste the web site as a reference on your references page or within your paper! This is NOT proper APA format! If you use web sites as references whether it’s stats and/or an article it must be from a valid/credible/reputable source and be cited in proper APA format. . See the APA format in the module to ensure proper APA format for your paper and references page. You can also visit the Writing Center in the MiraCosta library. . Note: Given the resources above there is NO reason NOT to have a properly APA formatted paper! . Please note you may use our library's online database <http://library.miracosta.edu/homepage>. ProQuest is recommended as it has the most sources to draw from. You can use ProQuest, EBSCOhost, MEDLINE, or Health & Wellness. Be sure to click Peer Reviewed and Full-length journal articles when you do your search. . Note: My recommendation is to continue working on your writing as it is one of the most valuable skill sets you can have. Most colleges and universities have a writing center where you can go to get help. Your institution may also have workshops/seminars you can attend and of course you can always take a formal English class, which focuses on writing in order to improve your writing skills. . Some of the basics to remember when writing a formal paper: . 1) Proper grammar and punctuation . 2) Include an introduction and conclusion paragraph . 3) Indent paragraphs . 4) First sentence of the paragraph should be the topic of the paragraph . 5) Paragraphs should be a minimum of 3-to-4 well thought out and constructed sentences . 6) Cite material if it needs to be cited . 7) Paper has a clear organization and flow . 8) Refrain from using direct quotes . 9) Do not use "I" . 10) Do not start sentences with “Because” . 11) Try not to use the word "that" if you can help it as it's over used . 12) Do not over use commas when they are not necessary as this is a very common error. . 13) Do not say, "Based on studies and/or research" without citing the specific studies or research. . Please utilize the textbook chapters, Internet, and library databases as resources and site in APA format where appropriate. For example, (Graham, Holt/Hale & Parker, 2013).