Action Plan Template

Where do I want to be by the end of this period/year?
What do I want to be doing? (Include as many learning needs as required to achieve agreed objectives)

What do I want/need to learn? Provide a specific description of the desired changes (e.g. skills to gain, knowledge to acquire, topics/themes/content to cover)	What do I have to do to achieve this? Some examples, a new/ongoing course, conference, self-development (like wider research or reading), coaching/mentoring, job shadowing	What resources or support will I need? Some examples, teaching staff support, library support, student advisor support, line manager, etc.	How will I measure success? Some examples, appraisals, course assessments, team feedback, tutor feedback	Target dates for review and completion Note that these need to be realistic/achievable
Advanced project management	Enrol in the last course of the PgDip which is "Software Engineering Project Management"	VLE, Online Library	- Course assessments. - Feedback from team members	1/8/2023
Advanced databases	Self-development	Suitable Online Courses	Course assessments	1/1/2024
Get involved in a real software projects management.	-Ideas are available -Need to seek funding opportunities	- Funds - Team	- Profit from selling the software - Customer satisfaction	1/1/2026
Stay up to date in the field of computing.	-Take online courses, attend conferences - Join professional computer science organizations	Online courses websites Dedicate time	- Course assessments - Successful application of gained knowledge on own projects.	1/5/2024 for initial review