

Where am I now? Tick the box you feel represents how you feel as you begin your degree – be as honest as you can

Skill	Not Confident	Somewhat Confident	Very Confident	Evidenced By
Verbal Communication (presentations group / individual)				
Written Communication (report writing/ general business communications)				
Written Communication (academic writing / reports / essays at University)				
Problem Solving (identifying an issue and being able to take appropriate and relevant action)				
Team working (understanding others and how teams work, being able to manage your own and others performance in group work)				
Using ICT – effectively and creatively				
Numeracy – how confident are you with numbers and figures				
Planning and Organising (time management and project planning)				

Personal Profile:

Name:

Why did you choose to study Business?	
Do you know what you want to do after graduation?	
Do you work? What do you do?	
Do you have interesting work experiences? Paid or voluntary?	
What do you enjoy doing? Hobbies / Interests	
What do you consider your strengths / or areas for development?	