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PROFESSIONAL DEVELOPMENT IN ICT

ADC_02: LEARNING TO LEARN

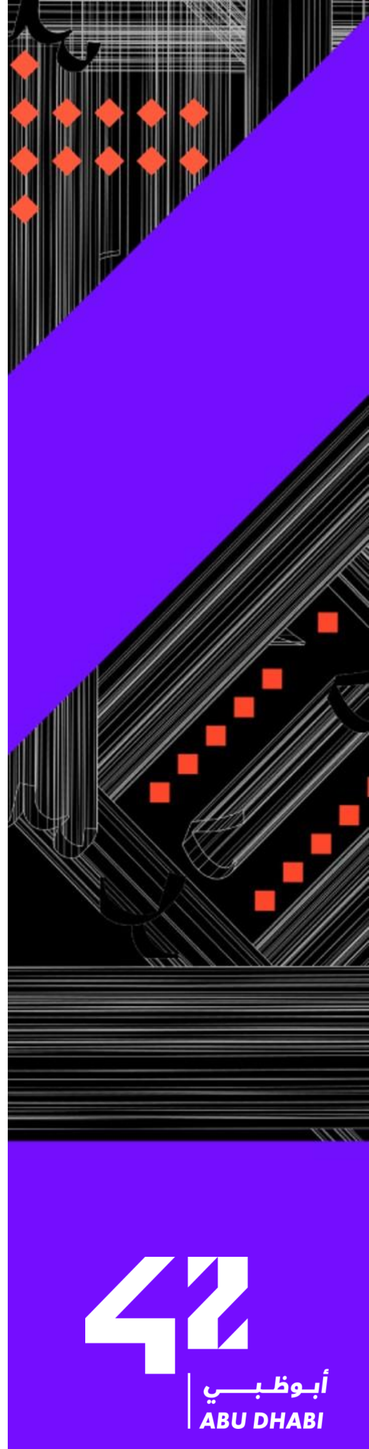
ACTION PLAN

An action plan assists in focusing on ideas and determining what steps are required to achieve a specific goal.

In other words, action planning is determining what exactly you need to do to get where you want to be.

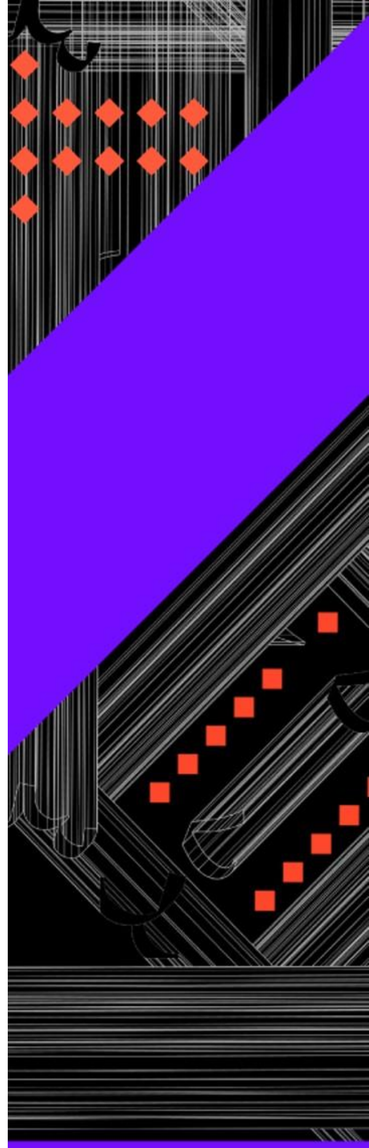
Two major issues to address in action planning:

- What actions / steps do we need to take to achieve our goals?
- What actions / steps do we need to stop in order to achieve our goals?



ACTION PLAN STEPS

- Step 1: A well-defined description of the desired goal.
- Step 2: Tasks / steps that must be completed in order to achieve the goal.
- Step 3: Resources required to complete the tasks.
- Step 4: Prioritize tasks.
- Step 5: When will tasks be completed (deadlines and milestones).
- Step 6: Measures to evaluate progress.



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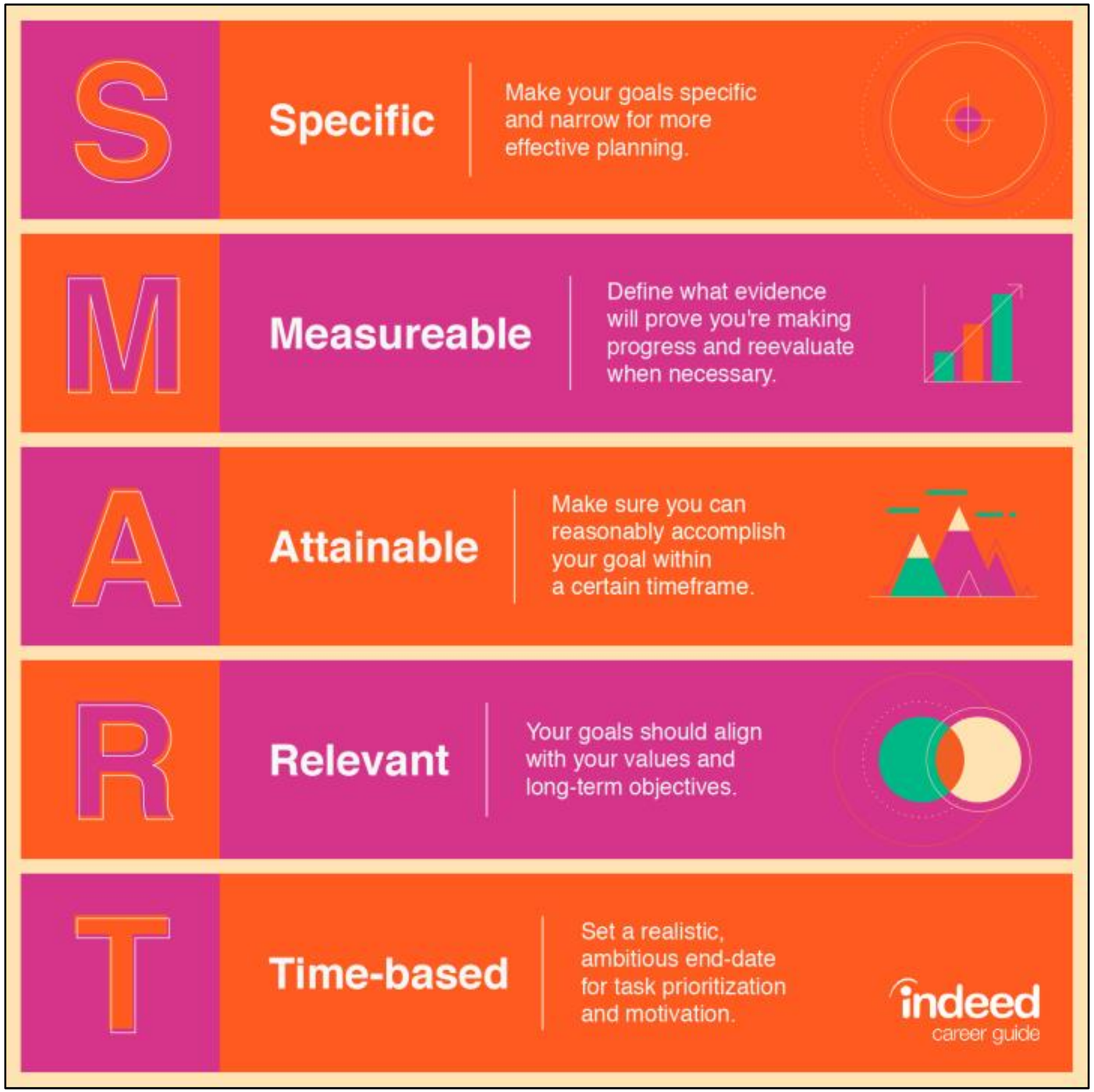

Benefits of SMART goals?

- Clear communication and alignment.
- Clarity towards project success.
- Clear roadmap and finish line.
- Trackable metrics.

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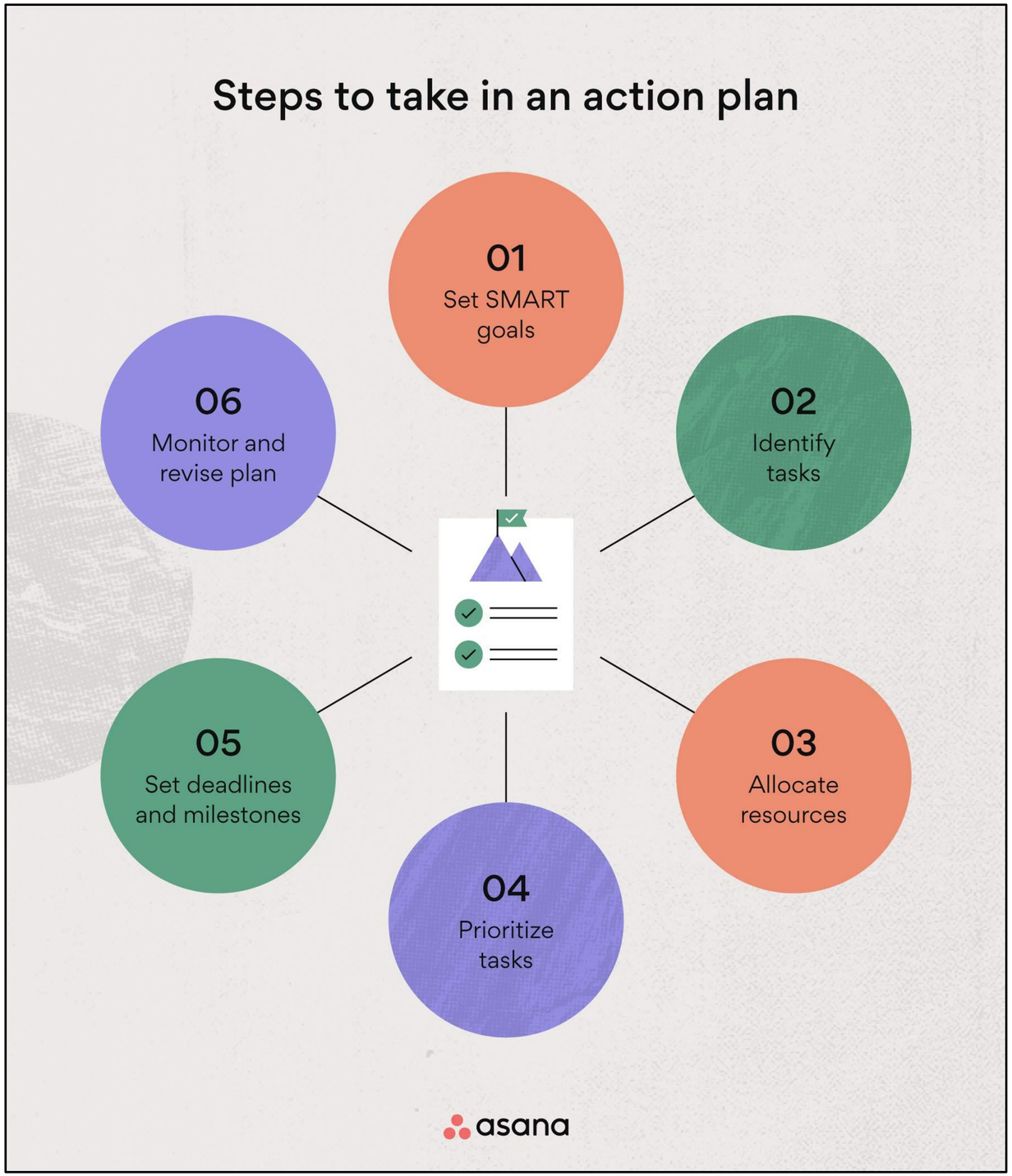
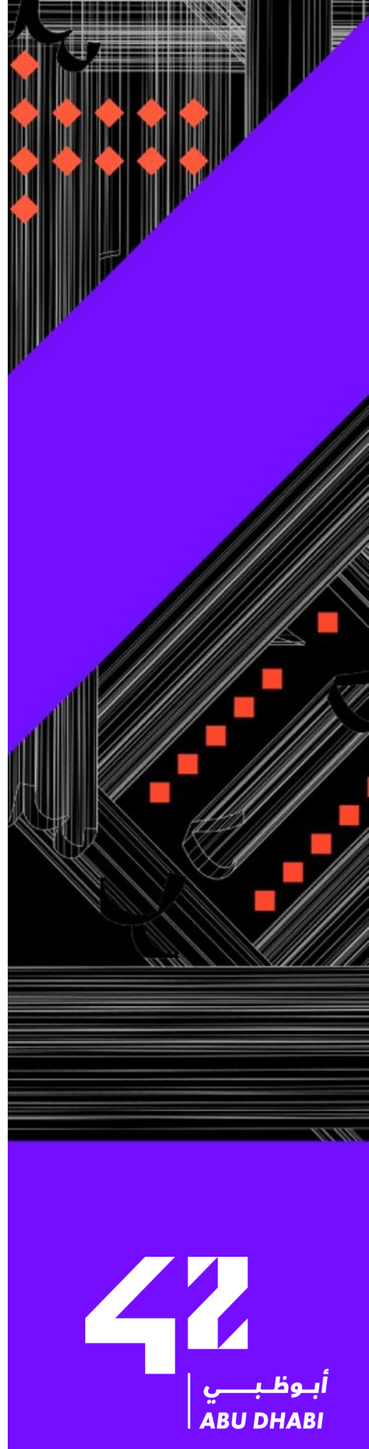
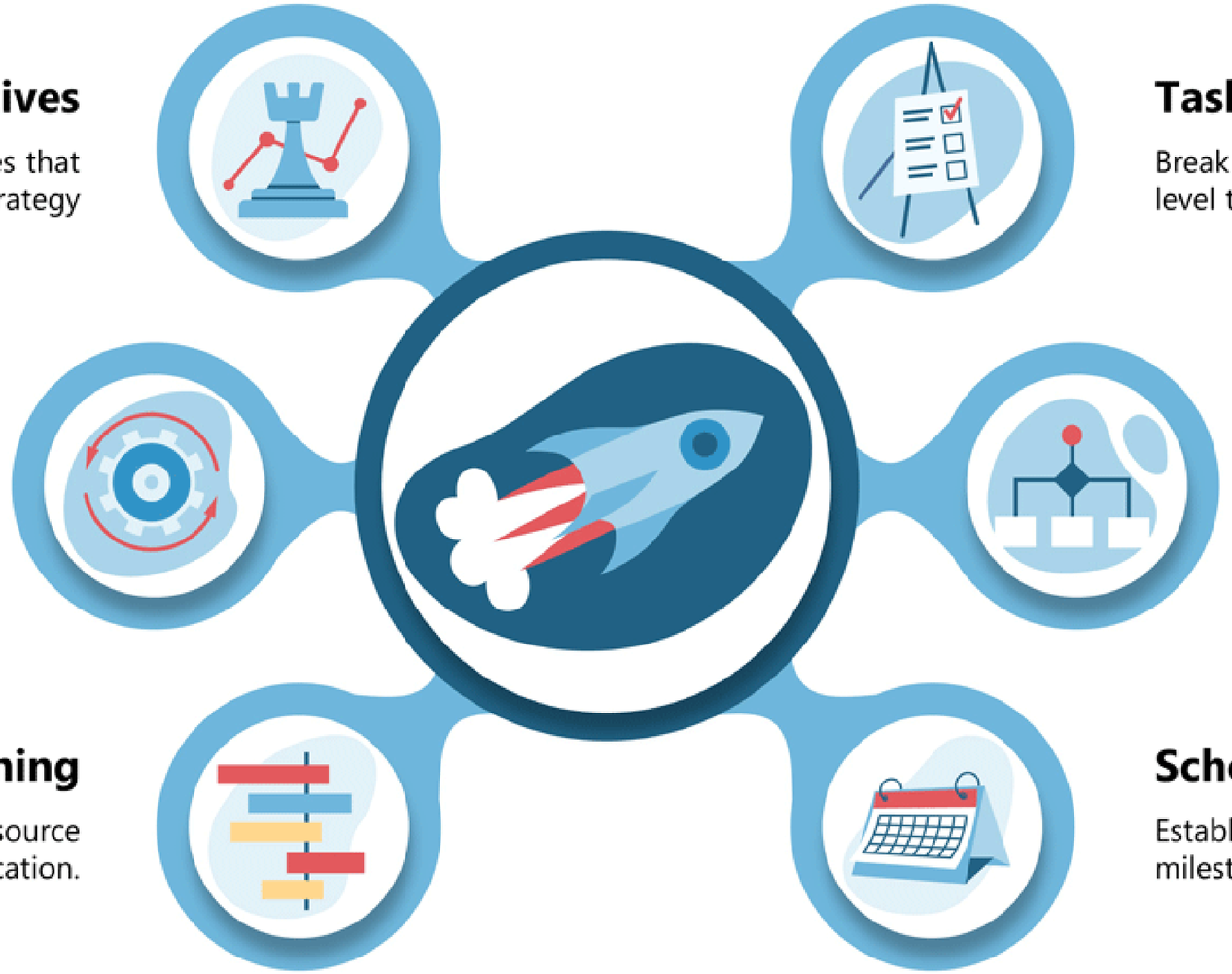

Steps to take in an action plan
01
Set SMART goals
02
Identify tasks
03
Allocate resources
04
Prioritize tasks
05
Set deadlines and milestones
06
Monitor and revise plan
asana

BENEFITS OF AN ACTION PLAN

- It gives you a clear direction. You will know exactly what you need to do because an action plan specifies the steps to be taken and when they should be completed.
- Writing down your goals and breaking them down into steps / tasks will give you a reason to stay motivated and committed throughout the project.
- With an action plan, you can track your progress toward your goal.
- An action plan helps you prioritize your tasks based on effort and impact.



HOW TO WRITE AN ACTION PLAN



Objectives

Define the objectives that implement your strategy

Tasks

Break down objectives into high level tasks

Execute

Execute the plan and monitor KPI's

Team

Assign responsibilities over tasks

Planning

Detailed planning and resource allocation.

Schedule

Establish deadlines and milestones

ACTION PLAN TEMPLATES

Professional Action Plan

Plan to Conquer the World Through Improving Skills

C Programming

Description	Action Step Descriptions	Priority Level	Start Date	Metric for Success	End Date	Notes
Further develop my confidence and ability to write effective code in C programming language.	1. Complete final C programming project (cub3d) in the cursus 2. Help my peers in achieving their goals in C programming through incouragement and discussions about the concepts	Priority	26/09/2021	1. Assess confidence level in writing c programming language 2. Assess ability to effectively apply algorithms to a program through c 3. Obtain feedback from peers and discuss ways I may improve	20/11/2022	I'm already fairly confident in my ability to write code in c; however, I feel there is always room for improvement, and as such, I hope to learn more throughout this final c based project.

C++ Programming

Description	Action Step Descriptions	Priority Level	Start Date	Metric for Success	End Date	Notes
Develop the skill to effectively write code in c++ programming language.	1. Start C++ projects in the C++ cluster within 42 cursus 2. Note new concepts and practices 3. Acquire peer knowledge through discussion and feedback	High Priority	25/10/2022	1. Assess confidence level in writing c++ programming language 2. Assess ability to effectively apply algorithms to a program through c++ 3. Obtain feedback from peers and discuss ways I may improve	20/11/2022	By assessing my confidence level I can determine how proficient I am in write c++ code, and through obtaining feedback from my peers I can learn about areas that require improvement.

Object Oriented Programming

Description	Action Step Descriptions	Priority Level	Start Date	Metric for Success	End Date	Notes
Apply OOP effectively to code by creating classes and objects in order to reduce redundancies.	1. Research proper methods for creating and applying classes and objects 2. Practice OOP in the C++ cluster 3. Gain feedback from peers in order to better apply OOP in code	High Priority	25/10/2022	1. Assess ability and confidence in applying OOP 2. Accept peer feedback on projects 3. Assess ability to relay OOP concepts to peers in a manner that they can understand	15/05/2023	Object Oriented Programming is a very important skill in the field of computer science as it allows me to make code less redundant by organizing code into objects that have attributes. By assessing how confidently I can communicate the concepts of OOP, I can determine how proficient I am in the skill.

Goal 4: Programming language skills in specific C language

to grow my programming. I need to improve my C language within 5 months. By searching, trying to join courses, asking colleagues, and practicing every day by doing 42 Abu Dhabi projects. It will require 80% of my work time.

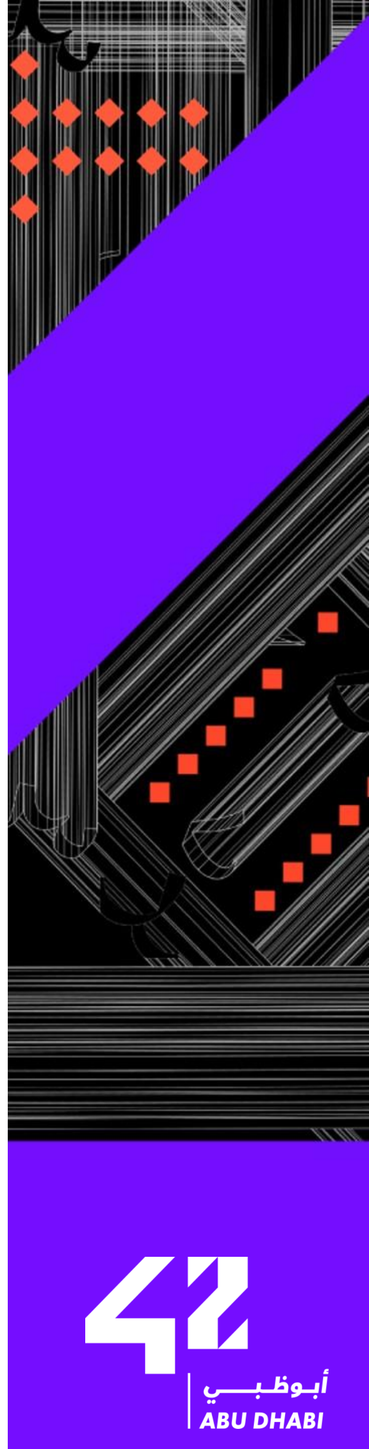
Specific: improve my C programming language. Measurable: require 80% of my work time. Achievable/Attainable: By Searching, trying to join courses, ask colleagues, and practice every day by doing 42 Abu Dhabi projects. Relevant: Grow my programming language. Time-bound: Within 6 months.

Action steps	Get information	join courses	Practice and have fun
Milestones 	▪ Read books. ▪ Listen to podcast. ▪ Watch YouTube. ▪ Search on the internet. ▪ Follow coders. ▪ Ask questions.	▪ Take online courses. ▪ Training in the C language. ▪ Sign up for coding bootcamp. ▪ Join the community share, and listen. ▪ Engage with the computer science community. ▪ Upload applications.	▪ Work on real projects in 42 or out. ▪ Do something new every day. ▪ Play coding games. ▪ Use Debugger.
Resources 	▪ GitHub. ▪ Stack Overflow. ▪ Podcast (Code Newbie). ▪ Books (Code Complete, and Absolute Beginner's Guide to C).	▪ Udemy. ▪ Alison. ▪ Application (Pluralsight).	▪ Intra.42. ▪ CodeGym. ▪ CodeCombat. ▪ Robocode. ▪ Debugger.
Outcomes 	❖ Increase knowledge. ❖ Communicate with others. ❖ Improve myself.	❖ Know more about the C language. ❖ Be confident. ❖ Enhance communication abilities.	❖ Complete project. ❖ Be more professional in C. ❖ Good mood and pleasure. ❖ Finish the projects on time. ❖ Develop my skills.
Date 	Start: 10/2022 End: 4/2023	Start: 11/2022 End: 12/2022	Start: 10/2022 End: 3/2023
Priority / Status 	High In progress	Medium In progress	High In progress

Assessment #2 [15%]:

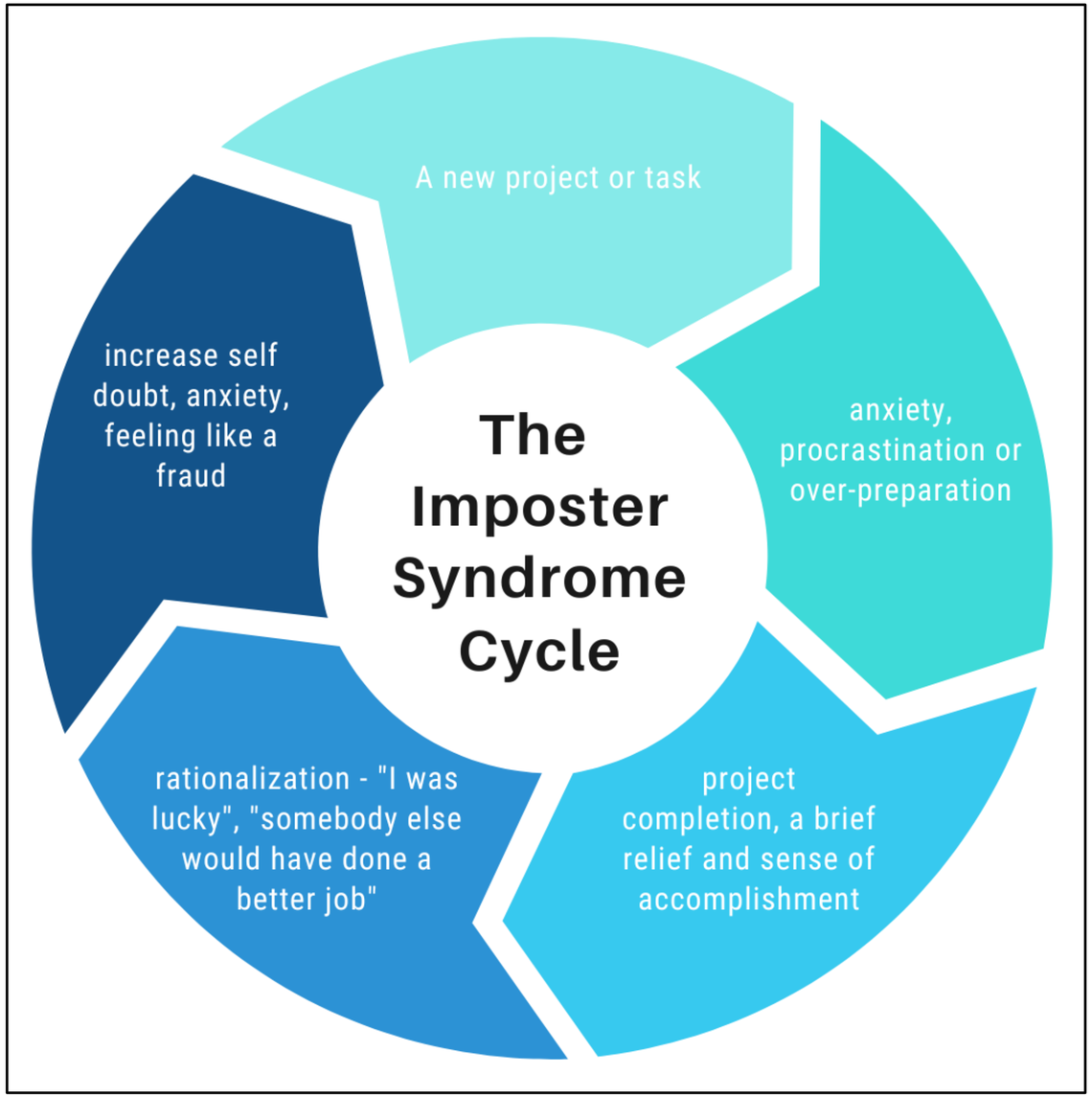
Based on the self-review, produce a

- Personal Development Action Plan
- Professional Development Action Plan



THE IMPOSTER SYNDROME

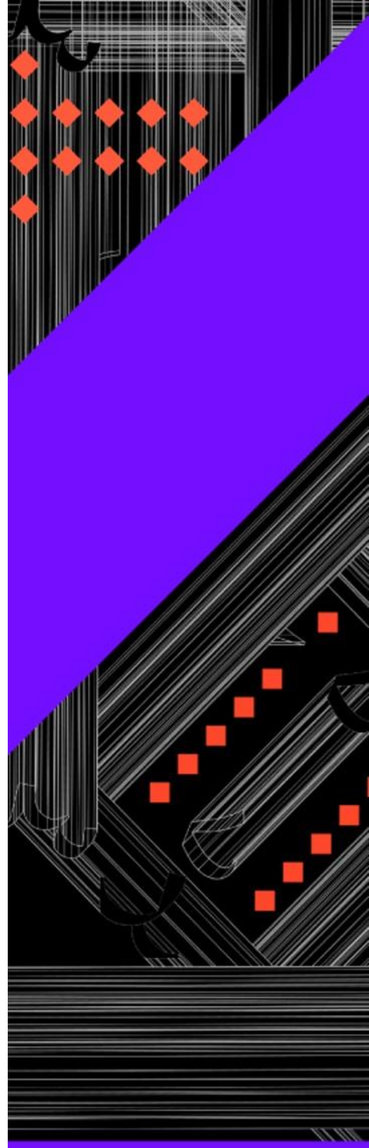
- Imposter syndrome is a psychological condition in which a person is constantly afraid of being exposed as a fraud and doubts their skills, talents, or accomplishments.



Courtesy: thedataincubator.com

SYMPTOMS OF IMPOSTER SYNDROME

- Feeling impossible to achieve success
- Feeling incompetent despite demonstrating competency
- Fear of failing to meet others' expectations
- Feeling previous achievements and hard work were purely coincidental
- Feeling unable to consistently perform at the same level
- Feeling uncomfortable with receiving praise
- Feeling dissatisfied with current achievements
- Feeling doubtful of successes
- Feeling constant pressure to achieve or be better than before
- Feeling stressed, anxious or depressed as a result of feelings of inadequacy



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TYPES OF IMPOSTER SYNDROME

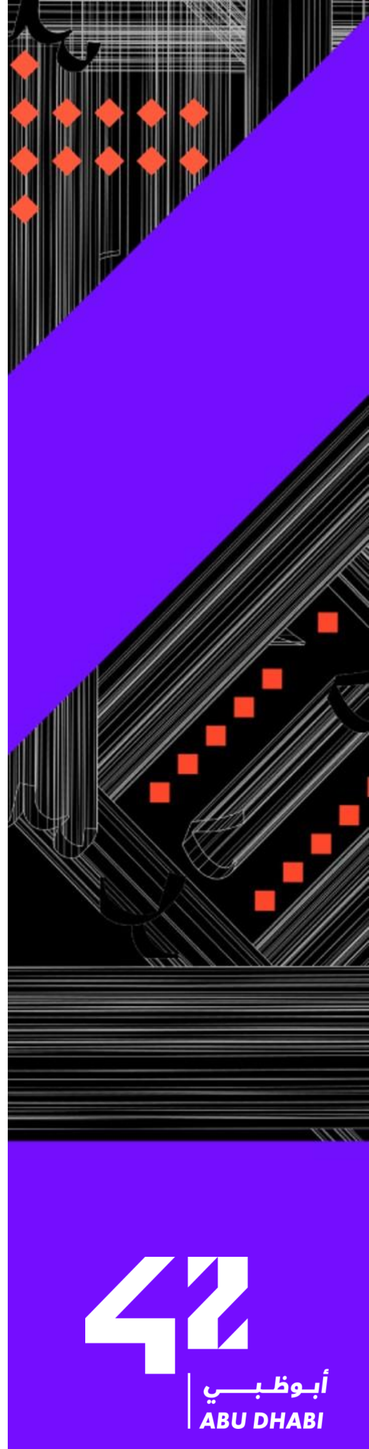
1. **The Perfectionist –** represents a person who strives to be their absolute best, regardless of the cost to their mental health. These people set excessively high goals for themselves.

2. **The Superwoman / man** - represents a person that frequently suffers from work addiction. This person may feel inadequate in comparison to their coworkers and continue to push themselves as hard as possible, regardless of the consequences to their mental, physical, and emotional health.

3. **The Natural Genius** - represents a person who not only struggles with perfectionism but also strives to achieve lofty goals on their first try. If they are unable to complete a task or achieve a goal on the first try, these people feel unworthy, guilty, and ashamed.

4. **The Soloist** - represents a person who has an extreme difficult time asking for help from others. They may believe that others are not as capable as they are, or that they must prove their worth by being productive.

5. **The Expert** - represents a person who, despite being extremely knowledgeable, is never satisfied. This person may feel like they are less experienced than their colleagues if they do not know an answer or have knowledge on certain topics.



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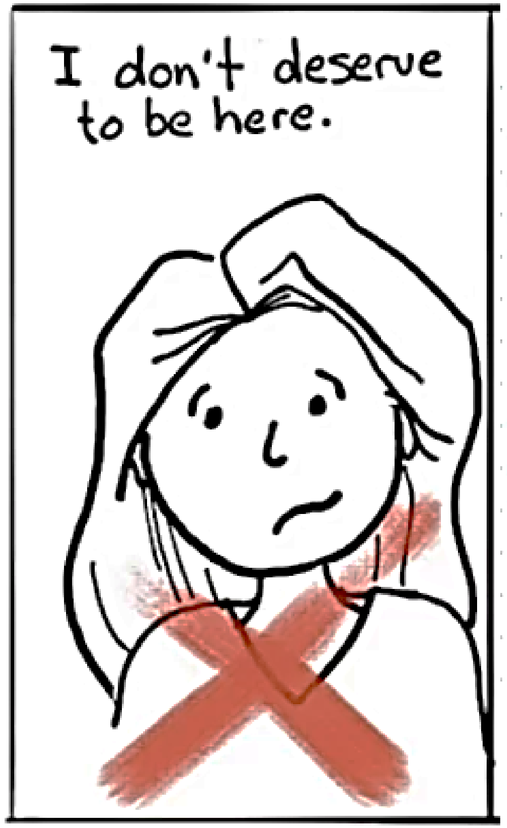
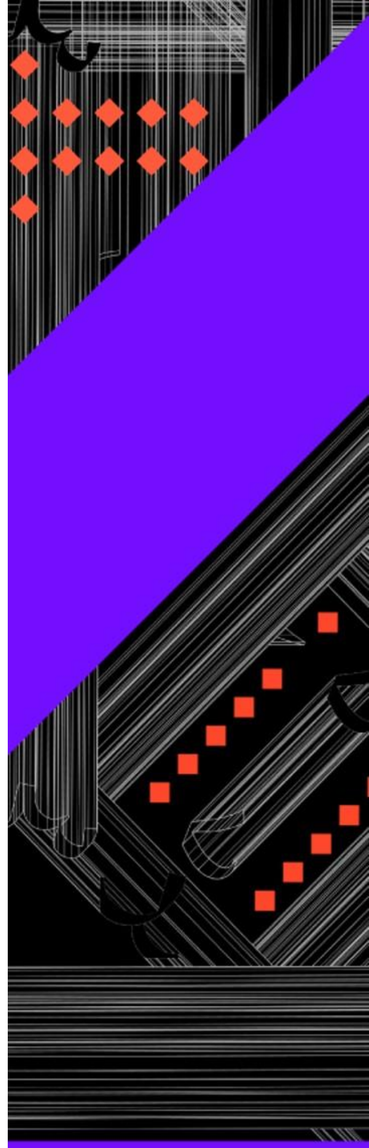
Signs that you may be experiencing Imposter Syndrome

- Not believing you earned your success through your own efforts and instead attributing it to chance or other outside variables
- Feeling inadequate in terms of intelligence, ability, education, experience or (fill in the blank)
- Unable to internalize accomplishment and be proud of one's own intelligence, competency, and skills
- You're exaggerating your flaws and failings
- Feeling the need to be special or the best in order to be valued



Imposter syndrome makes you feel like you aren't good at your job. But oftentimes, these feelings are based on fear—not reality. The best way to fight imposter syndrome is to separate your feelings from the facts.



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THANK YOU

```
void draw() {
 background(255);
 fill(0);
 noStroke();
 float tiles = mouseX/10;
 float tileSize =
width/tiles;

translate(tileSize/2,tileSiz
e/2);
 for (int x = 0; x < tiles; x++)
{
  for (int y = 0; y < tiles;
y++) {
   color c =
img.get(int(x*tileSize),int(y
*tileSize));
   float size =
map(brightness(c),0,255,tile
Size,0);
   ellipse(x*tileSize,
y*tileSize,size,size);
```