Edinburgh Award Seminar 1 – 19 November 2020

Timeline

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Goals:

Leadership skills

Graduate Attributes:

Graphical user interface, text, application, email

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1. Charity Fundraiser

Marketing skills (Communication skills)

1. Environmental Consultant

Critical thinking

Presentation skills

1. Data Scientist

Data analytic skills

Problem solving skills

Research skills

Task 1:

Exchange contact detail

Task 2:

What skills are needed to excel in your role?

Research skills

Leadership skills

Technical curiosity

Problem-Solving skills

Working collaboratively

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Task 3:

Can you identify a graduate attributes category?

Research & Enquiry

Communication

Personal Effectiveness

Text, timeline

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Action Planning:

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Impact:

New drug design ideas for the drug discovery of COVID-19

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Double check blogpost requirement

# Skills to develop in my project

### Research and enquiry

*Research skills: Looking up useful information online that helps my project and gathering them, during this process I will have developed research skills.   
Problem solving skills: there will be difficulties involved with the project e.g. technical, communicational or organisational. Solving problems using different methodologies will improve my skills in this aspect.*

### Personal and intellectual autonomy

*Goal setting*

### Personal effectiveness

*Working collaboratively   
Planning and organising*

### Communication

*Listening effectively  
Written & oral communication   
Group work*

In conclusion:

### Skill 1

*Research skills*

### Skill 2

*Leadership skills*

### Skill 3

*Working collaboratively*

### How?

For skill 3 - practise thinking about skill development in more depth with the following few questions.

How will you develop this skill? e.g. Problem solving: By resolving customer queries in my part-time call centre role.

*Working collaboratively: By keeping up with group communications & discussions, organisation and planning, as well as taking part in group activities in the project.*

### Benefits

What are the benefits of developing this skill, what is/are the incentive/s? e.g. Problem solving: Problem solving is a skill many graduate recruiters in my chosen career ask for examples of during the application stages.

*Group work is essential in science, and a recruiter will require it,*

### Actions and steps

What kind of actions and steps can you take to develop this skill? e.g. Problem solving: I will take a more active role in trying to resolve customer queries, rather than relying on someone else to answer questions.

*1. Prepare myself before every meeting to ensure that to-dos are clearly listed and I have done some background work before meetings.   
2. Tasks allocated to everyone evenly during meetings with set goals.   
3. Make a communication plan to help identify*

### Resources

What resources (people / books / internet) can help you? e.g. Problem solving: My line manager – I can ask for more training opportunities or advice on how to handle difficult queries.

*My peers: I can ask my peers to assist with planning meetings and making sure that tasks are clearly communicated.*

Goal Setting:  
SMART technique

**S - Specific**:“to develop my communication skills” is not specific, whereas “to reduce the number of changes required of me by my editor” is much more specific.

**M - Measurable**: how will you know if you've been successful?

**A - Achievable**: are you able to make progress within your time-frame? You may find that setting a very aspirational goal which stretches you will motivate you, but equally, it could make it appear daunting. Try to find a balance based on your understanding of your own preferences. Breaking goals into manageable bite-sized chunks can help and ticking things off a list can feel rewarding.

**R - Relevant**: ensure you keep in mind why you want to achieve this.

**T - Time-bound**: the Award helps you to assign a completion date, but you may benefit from giving yourself additional target dates in your calendar to make sure you've made enough progress to discuss in your reflections.

Against your identified targets, throughout the Award measure your progress, review your learning from experiences (good and bad), and remind yourself of your action plan frequently.

Pinpoint key people, and identify how they can help you achieve your objectives. For example: your manager, colleagues, other students on the Award, friends, family…