**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 completionNote that these need to be realistic/achievable |
| I’d like to learn more about Python as it was used extensively in this course and is the programming language of choice for most application development today. It will also be used to develop the model of the capstone project | I will follow some self-development tracks which will consist of reading various literature on python, attending webinars, and registering on python related sites to learn more and develop skillsets. | I will need support from various resources such as access to libraries, and work management support. | Success will be assessed through the following: Development projects such as compiling code to achieve defined objectives, passing exams, completing modules, etc. | Mar 2023 |
| Choose a capstone project | There is a wealth of subject areas to choose from.  * Review the list of subject areas * Choose a subject. | Will require support from multiple sources such as work for time availability, libraries for books and literature, and finances for registering for exams and classes. | Success will be measured through developed skills, completed modules, exams passed, exercises completed, etc. | Jan 2023 |
| Selection of a data collection method and design | Design Questionnaire  * Select participants * Send consent forms | Will require support from multiple sources such as work for time availability, libraries for books and literature, and finances for registering for exams and classes. | A sample data collection will be initiated, and the response analysed | Feb 2023 |
| Survey design | Design and post surveys sites such as survey circle, survey monkey | Supervisor help and guidance, work for providing required time. | A survey will be initiated, and the response analysed | Feb 2023 |
| Prototype | Identify the requirements,gather data Build the prototype. | Will require support from multiple sources such as work for time availability, libraries for books and literature, and finances for registering for exams and classes. | The prototype will be tested after the build. | April-May 2023 |