

## B-List

Priority Level: 1<sup>st</sup> Red - High (graded this week or is a high percentage of the overall grade), 2<sup>nd</sup> Green - Medium (due latest), 3<sup>rd</sup> Blue - Low (not graded)

Note: Item prioritization is given by the amount of research and time needed to complete them as well as their grade percentage.

In completing the items on this list I will submit work that is detailed and concise dealing with my strength, in order to overcome my weaknesses related to the items on this list I will look for alternate learning resources to augment any poor reading comprehension when completing the assignments.

- Review: all assignments, get familiar with this week's requirements
- Complete assignments: complete assignments that just need to be reviewed and acknowledged, attend the GTT work on Career Module
- Begin assignment: WK 3: Call to Action - Growth! Research and complete initial post based on a quote or expression that inspires me to and explains the important reason for continuing to gain knowledge in relation to being successful
- Complete assignment: SWOT Follow-up, use the SWOT evaluation completed earlier this month to compare with a new SWOT evaluation with the overall goal of improving SWOT to better achieve life goals
- Complete assignment: Being Paid for Your Work, become acquainted with industry billing practices and ways to account for time spent working vs time estimated related to being paid for provided services
- Review: Development assignment's material, learn ways to refine my burn-up list by adding "stories" which are short description and goals that go the burn-up list and relate them to SWOT, review resources included with the goal of becoming acquainted with different billing methods in the software design/development industry
- Complete Assignment: Month in Review, reflect on the activities completed during this class
- Complete assignment: Call to Action, reply to at least 2 peer's post
- Complete assignment: Career Module material, understand more about building a better personal brand

## •**SWOT Analysis** - Updated Wk 3

### Strengths

high attention to detail, transparent, desire for quality, efficient (focuses on the core importance of a task while working to eliminate non- necessities), ability to think independently, exceptional knowledge of physical things in society as in how things are made and how and why they function

### Weaknesses

can lack ability to absorb knowledge through reading, can lack focus, can lack flexibility as in reluctant to do things that I do know have a detailed understand of, lack of business knowledge, lack of software and hardware knowledge (compared to successful professionals), light on relationship building skills

### Opportunities

potential in the: refrigeration industry, foreign language teaching industry, and application programming industry

### Threats

working in a foreign country could potentially be a disadvantage, if I were to develop health issue, lose motivation/will,