

# PROJECT & PORTFOLIO – MICHAEL RITCHIE

## GITHUB

[https://github.com/RomaRitchie/Ritchie\\_Michael\\_2\\_Portfolio](https://github.com/RomaRitchie/Ritchie_Michael_2_Portfolio)

## WEEK IN REVIEW

After reviewing my burn-up list for Week 3 – Clarification, I found that while the highest priority activities did closely follow the key assignments of the week, there was an unforeseen threat within the career module. I found that my responses within the LinkedIn discussion board were lacking in constructive criticism. I then utilized the opportunity to incorporate a SWOT analysis of my fellow students' profiles, which then improved the quality of my responses. Over the course of Project and Portfolio my skill in providing analysis has strengthened, and my weakness for curt, and thoughtless responses has decreased. A notable interaction that occurred between myself and my peers was the response from Sean Buchholz within in the LinkedIn discussion board. I found his outside perspective on my personal brand enlightening, and I have used this opportunity to include more personality within my LinkedIn profile. Having now completed the third week of Project & Portfolio, I feel confident completing this course, and moving towards my next class.

## ANCHOR POINTS

### What have you done?

For Week 3 – Clarification, I have actively posted and responded on the LinkedIn discussion board, and have posted my quote analysis and responded to others within the Call to Action discussion board. Having had prior experience with decision flowcharts before, I was ecstatic to utilize my previous knowledge of creating one. I then used my skill in the program Adobe Illustrator to craft a flowchart relevant to the process of including work within my portfolio.

### What are you doing?

I am using Week 3's time estimation sheet, and burn-up list to compare and contrast my experience from previous weeks, which will then help me complete the transitional from Week 3 to Week 4 Project & Portfolio assignment. I am also using this opportunity to create my burn-up list for the upcoming Week 4. With my strength for time management I am also balancing my time, and effort between my career, and schooling. I have also updated my companies' invoices, and sales material with our new logo while continuing my research, and studies in C#. This will afford me the opportunity to continue improving upon my skillset with this language.

### **What's Next?**

For this upcoming Week 4 – Confirming, I will be completing the last assignment within the career module, the discussion board Industry Reflection. My other activities include comparing my SWOT analysis', creating the cost spreadsheet, and lastly posting my Month in Review onto the discussion board. Beyond my assignments, and with this course coming to a closure, I plan to go full force within these last assignments, and my upcoming coding classes. This will provide me with the opportunity to apply what I have learned into my ongoing career.

### **How will you accomplish this?**

Through my strength in time management, and my developed skill in SWOT analysis I will accomplish the tasks of the upcoming week. Through feedback of other students, and professors I will continue to edit and polish my personal brand, and will foster the collaboration that Full Sail University provides. Lastly I will finish this course with a positive outlook, and will continue this onto my next course.

## **REFLECT AND CONNECT**

My previous week was spent deciding upon which quote to use for the Call to Action – Encouragement assignment, creating my decision flowchart, responding to others on the LinkedIn discussion board, and completing the second career module quiz. Through these assignments I found that my knowledge of personal branding, and my ability to create a SWOT analysis has greatly increased. I have corrected my weakness for being unaware of the need to update my anchor points and have met the threat of repeating this mistake by making relevant my anchor points to the week. I am now fully confident in finishing this class strong, having met, and continuing to meet the expectations of the course Project and Portfolio. Beyond this class I will carry over the skills I have learned and will continue my strength of desiring to present my best self in any endeavors I undertake.