# CI4450 Career Development Plan

Whether securing that first job, moving up the ladder, or changing companies or even changing industry, the key to success is the ability to plan your career. Such planning means the ability to identify weaknesses in your knowledge, key skills, and personal attributes, and then to put in place an achievable plan to acquire these over a realistic timescale.

In this exercise, you will target your first job after graduation and use your previous *employability asset audit* to build a plan to plug the holes in your CV!

# Task 1 – Preparation

*Task duration: 20 minutes*

## Step 1 – Review the employability asset model

Review the employability asset model introduced in the lectures. In particular, ensure you understand what is meant by the terms *domain knowledge*, *professional knowledge*, *key skills*, *personal attributes* and *evidence*.

## Step 2 – Review your employability asset audit

Review the employability asset audit exercise you undertook previously. In particular, you will need to remind yourself of the following lists that you created in that exercise:

- the *job adverts* in your prospective profession
- those areas of *professional knowledge* which you would struggle to demonstrate an awareness of
- the top ten *key skills* which you would like to provide evidence for in your employability portfolio
- the top ten *personal attributes* which you would like to provide evidence for in your employability
- one professional relationship you might build on with a view to developing an additional referee
- list of experiences (situations or circumstance) which you could develop into case studies for your *key skills* and *personal attributes*

# Task 2 – Mechanisms for developing your employability assets

*Task duration: 60 minutes*

## Step 1 – Continuous Professional Development

What does *Continuous Professional Development* mean to you? How is it relevant to you as a student?

Continuous Professional Development means to me that even after graduation you are still supposed to learn new skills and maintain already acquired ones. It is very important to have the habit of constant improving yourself and it is relevant to me as a student as I do not want to waste my time and opportunities.

*Sources of Information:*

"What is Continuing Professional Development (CPD)?"
http://www.jobs.ac.uk/careers-advice/managing-your-career/1318/what-is-continuing-professional-development-cpd

"Continuing Professional Development (CPD)"
http://www.bcs.org/category/16876

"Continuing Professional Development (CPD)"
https://ima.org.uk/about-us/professional/continuing-professional-development-cpd/

# Step 2 – Acquiring new domain knowledge

Hundreds of thousands of students and professionals sign up for thousands of *massive open online courses* (MOOCs) each year. Although the drop-out is high, MOOCs offer a new way of acquiring skills – often for free – delivered in a similar manner to universities. The length of courses can vary from a weekend to a semester! Some well-known examples include:

| | |
|---|---|
| **coursera** | Commercial |
| **Stanford** Online | Non-profit |
| Udacity | Commercial |
| **KHAN**ACADEMY | Non-profit |
| **lynda**.com | Commercial |
| Udemy | Commercial |

*Sources of Information:*

"Massive open online courses (MOOCs)
https://en.wikipedia.org/wiki/Massive_open_online_course

Using the form below, plan a series of online courses that you would like to take over the next year which are either relevant to your job adverts or would help prepare for future university modules. (Note that even *commercial* organisations offer free courses.)

| 1. | Unreal Engine C++ Developer: Learn C++ and Make Video Games |
|---|---|
| | Udemy |
| | Junior Programmer |
| | April 2019, 3 months |
| | Possible part-time job. |

| 2. | The Ultimate 2D Game Character Design & Animation Course |
|---|---|
| | Udemy |
| | Character Designer |
| | July 2019, 1 month |
| | None |

| 3. | Pixel Art Master Course - Beginner to Professional/Freelance |
|---|---|
| | Udemy |
| | Character Design |
| | June 2019, 5 months |
| | Possible clash with my studying. |

| 4. | Advanced Java Script |
|---|---|
| | Udemy |
| | Problem solving and computational mathematics |
| | June 2019, 2 weeks. |

| | None. |
|---|---|

# Step 3 – Information Junkie - forming a habit!

In addition to having the appropriate domain knowledge, employers are keen to attract individual who take a lively interest in new ideas and new technologies and their effect on the world around them. If you were to adopt the following regular *information habit*, identify the substances you would consume!

**Weekly**

| | "Every week I watch [ten] videos from the following *Youtube* or podcast channels …" | |
|---|---|---|
| 1. | CrashCourse |
| 2. | CNET TV |
| 3. | Linus Tech Tips |

Any other weekly information habits?

| |
|---|
| |

**Monthly**

| "Every month I read the following magazine(s) …" | |
|---|---|
| 1. | PC World |
| 2. | HOW IT WORKS |

Any other monthly information habits?

|  |
|---|
|  |

## Quarterly

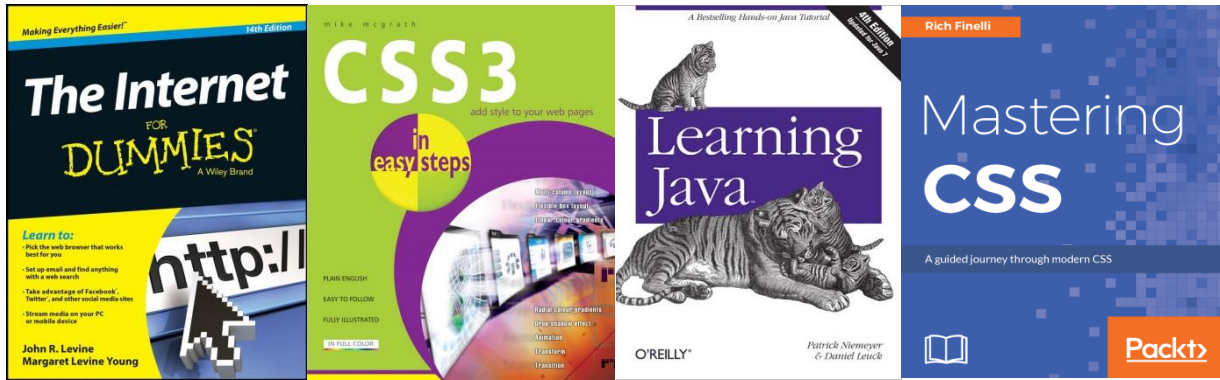| "Every three months I try to go to [one] expert talk from the following local organisations …" ||
|---|---|
| 1. | Institute of Mathematics and its applications |
| 2. | Wise |
| 3. | IET |



| "Every three months I buy a text book to support a new skill. The next [three] are likely to be …" ||
|---|---|
| 1. | Calculus |
| 2. | C++ |
| 3. | Graphic Design |

# Step 4 – Professional Knowledge

Imagine you have a job or placement interview in a month's time. You are told the following answers might come up. What might be the **types** of answers they are expecting? Are there any current news **stories** you might be able to include?

| How might you characterise the economic situation at the moment in the UK for a company like ours? |
| --- |
| At the moment situation in UK might be not significant to company like ours. Although, Brexit related outrage and fluctuating Pound's Rate pound rates might be impactful on multinational tasks and transactions. |

| Computer and information security are very important to a company like ours. What do you think are the current key issues we should be aware of? |
| --- |
| The most important for company like yours is to avoid data leaks and hacking. To protect yourself you should take into consideration encrypting databases that you are using to store users' data. |

| The products we develop here can transform peoples' lives. As a developer, what responsibilities do you have? |
| --- |
| As a developer I have responsibility to protect data of my users and make sure I am following data protection laws, which include informing our customers on how their data is used and how I am making sure it is not used inappropriately. |

# Task 2 – Building a Plan

*Task duration: 30 minutes*

Create a series of prioritised activities that you might undertake over the following timescales which are designed to address the weaknesses you identified in your employability assets.

There are no correct answers and you may need to be quite inventive if you are to develop evidence that will really convince a future employer or to develop an effective way of generating that evidence.

| **Over the next month** I plan the following activities ||
|---|---|
| 1. | Improve Calculus skills |
| | Calculus |
| 2. | Complete Java Script Kata's |
| | Learning how to work systematically |
| 3. | Learn Basics of C++ |
| | Being able to program C++ |

| **Over the summer** I plan the following activities ||
|---|---|
| 1. | Completing Udemy courses |
| | To majority of them (C++, Character Development) |
| 2. | Exercise Java Script |
| | Programming Java Script |

| 3. | Revise Japanese |
|----|-----------------|
|    | Japanese language |


| **Over the next year** I plan the following activities | |
|----|----------------------------------------------------|
| 1. | Participate in as many technological events as I can. |
|    | Technical Knowledge |
| 2. | Attend at least one Couching Event |
|    | Public Speaking |
| 3. | Attend Group Events |
|    | Teamwork |


For you, when would be an appropriate time to review your plan?

| September 2019 |
|----------------|