

Work, School, Life Balance Plan

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1. Based on your **Visualizing Success** activity, what does Success look like in the following areas: Work, School and Life. What Goals and Actions will help you achieve Success in each area?

WORK (what does “work success” mean/look like to you)

Goals I need to achieve to have success in work/career/job:

- Feature complete my assigned project on time.
- Vision new features and set a timeline to achieve this goal.

Actions I need to take to achieve the above goals:

- Manage my time effectively and efficiently.
- Continue to learn about the new technologies and find ways to apply them to my future plans.

SCHOOL (what does “school success” mean/look like to you)

Goals I need to achieve to have success in school:

- Plan out the requirements for the class and manage my time to accomplish them.
- Understand and absorb the materials that I’m learning.

Actions I need to take to achieve the above goals:

- Go through the class syllabus and understand the requirements
- Ask questions and take time to learn the material.

LIFE (what does “success in life” mean/look like to you)

Goals I need to achieve to have success in life:

- Ability provide for the family and the stability.
- Manage time so that I could spend time with my family.

Actions I need to take to achieve the above goals:

- Continue to push myself and complete my degree with ASU.
- Prioritize responsibilities so that I can manage time between work, family and school.

2. What are the strategies that the **Learning Styles** assessment suggested to you for *each* of your preferred learning styles? *List at least two specific strategies for each pair of learning styles.*

Active and Reflective Strategies

Reflective (3):

1. "Let's think it through first" is pretty accurate of how I approach things in life or school. I will be sure to read through the entire assignment or project first and ask any questions before I start any work.
2. Although I leaned more on the reflective side, I am also an active learner in that I learn more from doing. I will do my best to balance both strategies so that I could take the best of both traits.

Visual and Verbal Strategies

Visual (7):

1. As a visual learner, I'll take advantage of other available resources outside of normal school materials if it lacks visual cues such as pictures, graphs, or photographs. This will help me to understand the material that I am learning.
2. As I read the materials, I will draw up any diagrams, charts or even drawings so that I can visualize the concepts.

Sensing and Intuitive Strategies

Sensing (1):

1. I'm definitely a mixture of both. The sensing side prefers the well-established route all while intuitive side seeks more effective way of solving the same problem. My strategy is to take advantage of both by figuring out what works best for me depending on the subject.
2. I'll seek for additional examples that will allow me to tie theoretical subjects to something more factual to get a better understanding.

Sequential and Global Strategies

Sequential (1):

1. Although I lean slightly towards being a sequential learner, I believe I'm a mixture of both. I often like to study the goal or the objective prior to starting my work so that each step is easier to understand. This prevents me from blindly following the outlined steps without fully understanding what I'm trying to achieve.
2. When I don't understand the material because it's not clearly outlined or the end result is not yet determined, I will seek additional understanding from professor.

3. Provide at least two examples of detailed results from your **Indigo Survey** that support your specific learning styles (provided in the learning style assessment). Additionally, provide an explanation for how each result supports the learning style.

One of my key strengths in the Indigo Survey was “Wants to know everything about the process, which leads to high standard and results.” This aligns with my sequential learning style. I feel that in order for me to achieve my goal whether that is getting an “A” in the class or completing a project on-time, I want to find out everything about the process prior to getting started. This allows me to adjust the steps along the way without deviating from the end goal.

Another strength was asking questions to find the correct answers. This definitely aligns with my reflective learning style where I have a tendency to think about the subject prior to acting on it. I believe that by asking the necessary questions and even hard questions, you can have a clearer understanding of what your trying to achieve.

4. According to the **Where Does Time Go** assessment, where does your time go?
(Enter your totals from the online assessment).

On average, how many hours do you sleep in each 24-hour period (including naps)? [Remember to multiply by 7 for the total hours per week.]	5
On average, how many hours a day do you engage in grooming activities?	.25
On average, how many hours a day do you spend on meals – preparation, eating, and cleanup?	.25
How much time do you spend commuting to and from work and/or volunteer activities? Include the amount of time it takes to park and walk from your car or the bus stop. Include time spent driving others to their activities as well. Adjust “days per week” according to your schedule.	.25
On average, how many hours a day do you spend doing errands?	.25
On average, how many hours do you spend each week doing other activities (working out, team sports, church, etc.)?	20
On average, how many hours a week do you work at a job?	60
How many hours a week do you spend caring for family members (children, parents, etc.)?	10
On average, how many hours a week, do you spend with friends, family, going out, watching TV, going to parties, etc.?	4
How many credits are you taking this session?	12
Total the numbers so far. This is the number of hours you are spending each week engaged in daily living activities and school activities.	20
There are 168 hours in a week. <i>Subtract your total number of hours (above total) from 168. This is the number of hours that remain for studying.</i>	36

- a. ASU recommends that for a 7.5 week course, students be prepared to spend 6 hours a week on coursework for every 1 course credit. For a 3-credit course, expect to spend approximately 18 hours a week studying.
How does your time left (for studying) compare to ASU Online’s suggested 18+ hours/week for a three-credit course?
- According to the calculation, I only have enough time to take 6 units per term so in order to meet my goal, I must cut down on some activity hours to meet the demands of school.
- b. How will ensure that you have adequate study time?
- I will limit the number of hours I spend at the gym and cut few hours at the office each day to study for my classes.

5. In the **Study Environment Analysis** assessment, you evaluated three places on their desirability for studying. Which specific location scored the highest? Is this location a good fit for you? Why/why not?

- My office seems to be a better place to study compared to others. This definitely does seem ideal since it's a private office and I can limit meetings and interactions with others. Its nicely air conditioned and the environment is quiet after regular office hours.

6. What's your **Mindset** according to the chart found in day 1? What is your **self-efficacy** score according to the chart found in day 1? Were you surprised by your results on either the **Mindset** or the **Self-Efficacy** Assessment? What impact do the results from *both* assessments have on your life as a student?

According to the test, my mindset is "Growth Mindset" and the self-efficacy test score is 33. I actually wasn't surprised to find out that I was in the growth mindset category and the score from self-efficacy test. The explanation and the result just confirmed what I already knew and gave me more confidence to move forward.

7. Which *two* specific ideas from the various articles, videos, and assessments presented in this course would you want to remember and incorporate into your Plan?

Nigel's TED talk had a huge impact on me and allowed me to reflect on my time management and the things I choose to prioritize. Since watching the video, I've already re-organized some of my day to day duties to focus towards the things that are more important to me. Focus on simple things that matter the most.

Visualizing success video showed me that when we focus on each step of the journey, even the most daunting tasks can be accomplished. I often get overwhelmed when attempting to finish a big project but taking this strategy into effect, I believe I can enjoy each step.

8. Bring it all together. Write a three-paragraph response below on how you plan to achieve balance in all *three* areas (work/school/life). Your response needs to be at least 3 detailed paragraphs containing strategies for balance in all three areas (work, school, and life).

I'm extremely fortunate to have a wife that's understanding and willing to provide the necessary support that I need to successfully balance the most important part of my life, my family. Going back to school means that I'll be spending more hours in front of a computer and less with my family. Although this is only temporary, the sacrifice is real and will be painful for all of us until I graduate. But as Nigel had mentioned in the TED Talk, I'll prioritize my duties and spend time where it counts. I'll focus on the quality and choose carefully how I spend each day. Just as I like to plan out my schedule and follow a very structured plan, I will apply that exact same technique in my time with my family.

Although my work is demanding and requires a lot of my attention, I believe this is where I can be most efficient with less hours. Carefully planning out my meetings and avoiding unnecessary tasks, I can utilize these saved hours and apply them to studying or even going home little early to be with my family. ASU 11 introductory course has taught me the importance of time management and being aware of what time truly means.

All this sacrifice wouldn't mean anything unless I'm successful in school. This will be a daunting task and a huge mountain to climb but I will accomplish this one step at a time. I will utilize the resources available to me from ASU Blackboard and plan out my classes. The syllabus will give me the blueprint to each class and will allow me to carefully plan out the schedule and align my tasks accordingly. This won't be easy but it's worth fighting for.