University of Essex

Action Plan 1.9.2023

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 completion Note that these need to be realistic/achievable
Choose the capstone project topic	Extensive research and reading	Academic and library sources	Self-assessment	By end of September 2023
Conduct Literature Review about the capstone project topic	Extensive research and reading	Academic and library sources	Tutor and supervisor feedback	By end of October 2023
Create the proposal for capstone project	Extensive research and reading	Academic and library sources	Tutor and supervisor feedback	By end of November 2023
Presentation Skills	Self-development and online courses	Online courses	Self-assessment	By end of October 2023