

OTN1 – OTN1 TASK 1: SELF-ASSESSMENT

IT LEADERSHIP FOUNDATIONS – D370

PRFA – OTN1

TASK OVERVIEW

SUBMISSIONS

EVALUATION REPORT

COMPETENCIES

4071.2.1 : Select Leadership Strategies

The learner selects appropriate influential leadership strategies for workplace situations.

4071.2.2 : Communicates, Ideas, Opinions, and Information

The learner communicates ideas, opinions, and information suitable for various professional settings.

4071.2.3 : Reflects on Emotional Reactions of Self and Others

The learner reflects on the emotional reactions of self and others in a variety of professional situations.

4071.2.4 : Recommends Decision-Making Strategies

The learner recommends strategies for decision-making in team environments.

INTRODUCTION

It is important for you as an IT professional to reflect on personal strengths and influential leadership skills. Being aware of these strengths and skills will help you manage conflicts, maximize your leadership potential, and apply appropriate leadership tactics to respond effectively in various workplace situations.

In this task, you will complete the CliftonStrengths self-assessment. Based on your results, you will engage in self-reflection and develop one SMART (i.e., specific, measurable, achievable, realistic, and timely) goal as a framework to develop an influential leadership growth plan.

REQUIREMENTS

Your submission must be your original work. No more than a combined total of 30% of the submission and no more than a 10% match to any one individual source can be directly quoted or closely paraphrased from sources, even if cited correctly. The similarity report that is provided when you submit your task can be used as a guide.

You must use the rubric to direct the creation of your submission because it provides detailed criteria that will be used to evaluate your work. Each requirement below may be evaluated by more than one rubric aspect. The rubric aspect titles may contain hyperlinks to relevant portions of the course.

*Tasks may **not** be submitted as cloud links, such as links to Google Docs, Google Slides, OneDrive, etc., unless specified in the task requirements. All other submissions must be file types that are uploaded and submitted as attachments (e.g., .docx, .pdf, .ppt).*





After completing the CliftonStrengths self-assessment, reflect on the connection between your strengths and the development of influential leadership skills by doing the following:

A. Describe what you learned about yourself based on the results of your self-assessment, including the following:

- how your strengths contribute to your thoughts, decisions, and behaviors
- how you can use these insights to add value in your current or future professional role

1. Provide evidence of completion of the self-assessment.

Note: You may provide evidence of completion by attaching a PDF file of your test results or a screenshot demonstrating the self-assessment was completed.

B. Create **one** SMART (i.e., specific, measurable, achievable, realistic, and timely) goal for developing influential leadership skills, based on your reflection of your self-assessment results, by doing the following:

1. Identify your SMART goal.
2. Explain how your SMART goal supports the development of leadership skills.
3. Explain how the strengths identified in your self-assessment will help you achieve your SMART goal.

C. Acknowledge sources, using in-text citations and references, for content that is quoted, paraphrased, or summarized.

D. Demonstrate professional communication in the content and presentation of your submission.

File Restrictions

File name may contain only letters, numbers, spaces, and these symbols: ! - _ . * ' ()

File size limit: 400 MB

File types allowed: doc, docx, rtf, xls, xlsx, ppt, pptx, odt, pdf, txt, qt, mov, mpg, avi, mp3, wav, mp4, wma, flv, asf, mpeg, wmv, m4v, svg, tif, tiff, jpeg, jpg, gif, png, zip, rar, tar, 7z

RUBRIC

A:SELF-ASSESSMENT DESCRIPTION

NOT EVIDENT

A description of what was learned is not provided.

APPROACHING COMPETENCE

The description of what was learned is not logically based on the results of the self-assessment, or the description does not logically address *each* of the given points.

COMPETENT

The description of what was learned is logically based on the results of the self-assessment and logically addresses *each* of the given points.

A1:EVIDENCE OF COMPLETION

NOT EVIDENT

Evidence of interaction with the self-assessment is not provided.

APPROACHING COMPETENCE

The provided evidence of interaction with the self-assessment does not reflect completion of the self-assessment.

COMPETENT

The submission provides evidence of completion of the self-assessment.

B1: IDENTIFIED SMART GOAL**NOT EVIDENT**

A goal is not identified.

APPROACHING COMPETENCE

The goal identified is not a SMART goal.

COMPETENT

A SMART goal is identified.

B2: SMART GOAL AND LEADERSHIP SKILLS**NOT EVIDENT**

An explanation of the candidate's SMART goal is not provided.

APPROACHING COMPETENCE

The explanation does not adequately address how the candidate's SMART goal supports development of leadership skills.

COMPETENT

The explanation adequately addresses how the candidate's SMART goal supports the development of leadership skills.

B3: SMART GOAL AND SELF-ASSESSMENT RESULTS**NOT EVIDENT**

An explanation of the strengths identified in the self-assessment in relation to the SMART goal is not provided.

APPROACHING COMPETENCE

The explanation does not adequately address how the strengths identified in the self-assessment will help the candidate achieve the SMART goal.

COMPETENT

The explanation adequately addresses how the strengths identified in the self-assessment will help the candidate achieve the SMART goal.

C: SOURCES**NOT EVIDENT**

The submission does not include both in-text citations and a reference list for sources that are

APPROACHING COMPETENCE

The submission includes in-text citations for sources that are quoted, paraphrased, or summarized.

COMPETENT

The submission includes in-text citations for sources that are properly quoted, paraphrased, or summarized and a reference list

quoted, paraphrased, or summarized.

rized and a reference list; however, the citations or reference list is incomplete or inaccurate.

that accurately identifies the author, date, title, and source location as available.

D: PROFESSIONAL COMMUNICATION

NOT EVIDENT

Content is unstructured, is disjointed, or contains pervasive errors in mechanics, usage, or grammar. Vocabulary or tone is unprofessional or distracts from the topic.

APPROACHING COMPETENCE

Content is poorly organized, is difficult to follow, or contains errors in mechanics, usage, or grammar that cause confusion. Terminology is misused or ineffective.

COMPETENT

Content reflects attention to detail, is organized, and focuses on the main ideas as prescribed in the task or chosen by the candidate. Terminology is pertinent, is used correctly, and effectively conveys the intended meaning. Mechanics, usage, and grammar promote accurate interpretation and understanding.

WEB LINKS

[CliftonStrengths](#)