Professional Skill matrix and Action plan

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| **Skill Acquired** | **Competency level** | **Knowledge Implementation** | **Action Plan** |
| Coding (HTML) | Beginner | Updating e-portfolio is a struggle. Without to previous experience, it takes too much time to get little done. | Intention is to understand basic principle of coding in html |
| Strategic thinking | Trained | Before a decision is made it is important consider the effect on all other areas of the business. for instance, how does employee feel about the decision to implement ERP solution. | I hope to demonstrate this skill I have acquired In my professional career |
| Problem Solving | Trained | This module is all about problem solving, taking initiatives and been pro-active. Been able to come up with deliverables like cost benefit analysis and disaster recovery in form of a solution to potential risk are things I couldn’t imagine from the start. | I hope to improve on this skill by taking initiatives in my subsequent modules as well as my profession. |
| Critical analysis for risk assessment | Trained | One of the major crossroads on this project was making a justifiable decision as to which framework is suitable for analysis | This is one to improve on based on continuous reading and research. |
| Financial knowledge | Proficient | This a well known skill. However, its implementation on risk analysis, cost benefit, RTO/RPO was a revelation. It helped in measuring risk, implementing strategies to mitigate risk and making informed decision. | I look forward to implementing this going forward especially in the area of measuring and assessing risk. |
| Soft Skills | Proficient | Comfortable implementing skills like leadership, communication, requirement analysis, collaboration, Critical thinking, adaptability and more. Which inevitably are very instrumental to a successful teamwork. | Noticeable improvement from last module on soft skills and the goal is to get better at it going forward |