

# Introduction

Unit 3 Professional Development  
HND in Computing and Systems Development



# Purpose of unit

- A mandatory unit
- Gain the skills required for effective employment
- Manage your own personal development
- Or in other words, prepare you for getting an IT job and having a successful career in life

# Outcome

- At the end of the unit you will:
  - Take responsibility for your own personal and professional development
  - Demonstrate acquired interpersonal and transferrable skills
  - Understand the dynamics of working with others
  - Be able to develop strategies for problem solving

- Hard skills covered in other units
  - Programming
  - Web design
  - Networking
- This unit covers soft skills
  - personal attributes that enable someone to interact effectively and harmoniously with other people

# Desirable soft skills

- Take 5 minutes to discuss with your neighbour what you think the soft skills are that employers would be looking for

# Soft skills that employers want?

- Communication
- Decision making
- Showing commitment
- Flexibility
- Time management
- Leadership
- Creativity and problem solving
- Teamwork
- Accepting responsibility
- Ability to work under pressure

