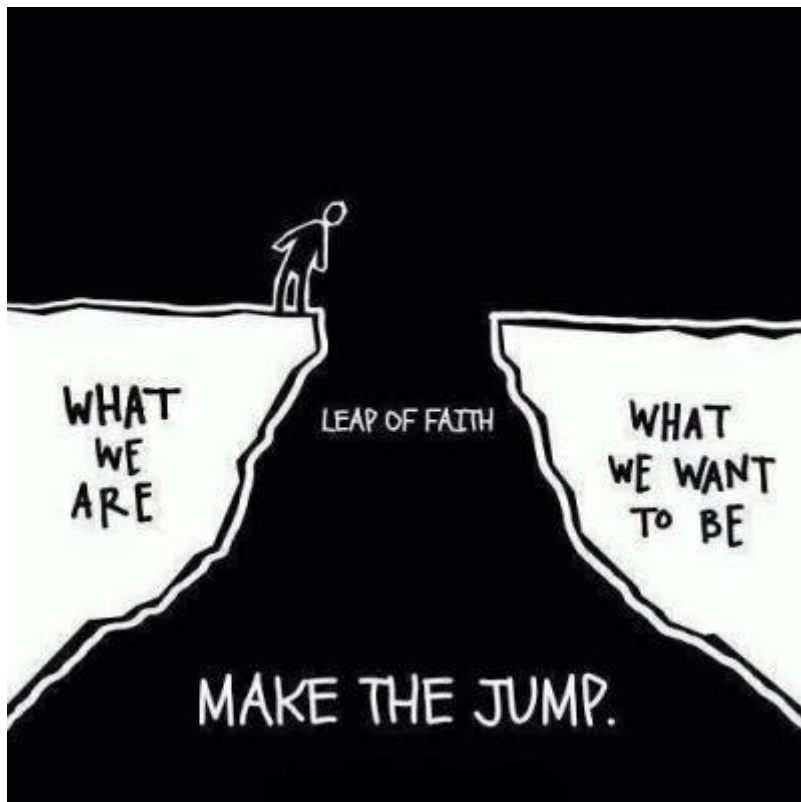


Personal Development Plan



Personal Development Plan (PDP)

Regarding: Personal development plan #1
Student name: Peter Kapsiar
Student number: 5486866
Course: Professional Skills
Phase: Year 1
Study coach: Miguel Ranchor

1. What competences will I develop during this period?

Professional workmanship

Profession-specific competencies	What requires special attention?
a. Managing	Staying focused during longer tasks
b. Analysing	
c. Advising	Formulating my explanations into a more easy to understand format
d. Designing	
e. Executing	Avoiding delaying tasks no matter what. Staying in flow.

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Professionalisation

Study career competences	What requires special attention?
a. Ability to pursue one's own competence development independently	I could be paying more attention to planning and organising my tasks.
b. Ability to take responsibility for one's own study progress	I am well aware of any consequences that my actions can lead to.
c. Ability to make the right study and career choices	
d. Ability to build up a supportive social network	I want to get better at getting to know people.

Professionalisation

Study competencies	What requires special attention?
a. To learn how to learn	
b. Planning	
c. Time management	
d. Project-based working	I want to learn how to keep things more under control and create/follow a

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	project structure.

Social and communicative competencies

Social and communicative competences	What requires special attention?
a. Ability to correct in an appropriate way	
b. Interview techniques	I need to improve my agenda preparation and following the agenda.
c. Personal feedback	
d. Presentation skills	I need to improve my confidence while presenting.
e. Reporting in writing	
f. Techniques in meeting	Same as in interview techniques -

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	preparing and following the agenda.
g. Writing a formal or business letter	

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2. What are my personal development goals?

Action plan: which activities will I undertake to realise my developmental goals?

Development goal (SMART)	Activity (SMART)	Measurable result (SMART)	Time completed
1. I want to improve my sleeping habits so I can start my day with more energy and discipline. Therefore, I will train myself to wake up immediately when my alarm rings without using the snooze button.	Whenever I have to wake up at a specific time using an alarm I will wake up immediately after I hear the alarm ringing. After I wake up I will track my success and feelings in a Google Docs sheet.	During the period 12.May - 11.June I will wake up without snoozing my alarm and my progress on this will be tracked in my Google Docs sheet.	11-06-2025
2. I want to improve my Dutch vocabulary so I can navigate the Netherlands more easily. To help with this I will keep learning Dutch every day using Duolingo.	Complete at least one Duolingo Dutch lesson every day.	In the in-app calendar I will have a perfect uninterrupted learning streak from the starting day until the end day (7.May - 11.June) and I will have learned new words from all the lessons.	11-06-2025
3. I want to improve my physical appearance so I	Do at least a 30 min workout 3 times per week.	During the period 12.May - 11.June I will have done at least 12 workouts which i will have kept	11-06-2025

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will start exercising at least 3 times per week.		track of in a journal list.	

For approval study coach:

For approval student: