

PERSONAL SKILLS INVENTORY

Skills Developed	Challenge	Action taken	Results	Self-reflection/ Key takeaway
Adaptability (e.g challenge faced in an internship; situation where you handled a lot of pressure; time you failed)	I was Late in class During the session of internship due to which some crucial topics got escaped. It was tough challenge to overcome.	I over come this challenge by covering it through recording sessions, peers and asked instructor to discuss that topic again.	I over come that challenge.	Determination
Analytical (e.g project where you had to perform detailed research and analysis)	I build many projects. But the most recent one was website building which takes more than 10 days to complete. Initially I faced many difficulties in dynamic navigation. It was the toughest task to perform without the help of any guidance.	.I took help from peers and sort many of my problems.	I built that project.	Team Work
Communication (e.g convince someone of your idea, present complex information, get your point across)	I convince course era organization to provide financial aid. so that I complete my ux design course.	I wrote application and send it via link about the current financial situation.	They provided financial aid.	Guts

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Initiative (e.g stepped up to a challenge, identified a problem and took action to solve it, did something even though not your responsibility)	I saw a dog suffering from accident. I put that dog in one side of road and provided some first aid.	Provided First aid and call rescue team.	Rescue team come and save dog.	Responsible
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Leadership (e.g coordinated several people to achieve a goal, led a group but not successful)	I had to lead the group in the minor project of my college in which I had to build rain alarm detector.	I provided all my efforts but there was lack of team work from colleague.	I shifted that project from team to self building.	passion
Planning & Organization (e.g overcame a tight timeline, handled multiple responsibilities, manage your time and prioritize tasks)	I was working as a coordinator in the fun event of my college. there I need to organize one event of arm wrestling fun event and preform presentation.	I organized event but things gone way more tough as I have limited time for each situation. I prioritize my presentation part because I was only who has the knowledge of topic in group. And allow my colleague to organize arm wrestling event.	Program gone fine. E very things work fine and completed entire curriculum in time.	Team work ,Management
Problem-solving skills (e.g talk about a problem/obstacles faced to reach a goal and how you solved it)	During the journey of the goal, I faced several problem including financial and health.	I overcome financial problems through scholarships and hard work.	I achieved my goal	

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Teamwork (e.g when you worked on a team to achieve a goal; conflict faced when working on a team; working with a team member not cooperative)	College minor project was one of the disastrous moment I had ever faced. There I completed every thing by my own because of lack of support from teammates.	I done all by myself and shifted that project from team project to individual project after complaining to the HOD.	I got all benefits and everything that I deserve in that project.	
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