

Name:

Date:

Individual Development Plan

The Individual Development Plan (IDP) is a self-assessment conducted by the mentee to identify areas of professional development that may be used to identify measurable short- and long-term professional goals. The IDP should be used to facilitate both short-term (micro-mentoring) and long-term (ongoing) mentoring relationships; ***updated by mentees weekly and reviewed by mentors every 10 days until the program ends. Mentors/Mentees adjust as needed.***

Occupation and/or Academic Status:

Data Analyst | Masters Student

Preferred Occupation (if applicable):

Data Scientist | AI Engineer

Time Allocation

As a data scientist, consider the main steps you complete and the amount of time you spend on a data science project. How would you estimate you spend time in each of the categories? Fill out the blanks below with the percentage of time allocated on those steps with the name of the step listed next to it. Examples of what categories to include: Grouping Data, Research, Writing Algorithms, Writing Code, Analyzation, etc.

Current	Ideal/Preferred
Example : 20% Grouping Data	Example : 20% Grouping Data
5 % Data & Business Understanding	10-15 % Data & Business Understanding
20 % Data Cleaning	15-20 % Data Cleaning
25 % Data Preprocessing	15-20 % Data Preprocessing
30 % Analyzing trends & Patterns	20-25 % Analyzing trends & Patterns
20 % Model Building & Tuning	20-25 % Model Building & Tuning
0 % Model Deployment	10-15 % Model Deployment

Career Aspirations and Passions

Write three separate sentences or phrases that express your career aspirations and passions.

1. I am committed to expanding my expertise and applying newfound knowledge to solve complex problems thus cultivating a culture of continuous learning
2. I am dedicated to fostering leadership in my career by taking ownership of projects, mentoring and spearheading innovative data driven solutions.
3. I like to embrace multipotentiality by exploring diverse domains, methodologies, and technologies within the field as it helps me in expanding my skillset, collaborating across disciplines, and approaching problems with a versatile perspective.

Strengths and Challenges

Think about your strengths. What have others appreciated about you? What areas are continually challenging for you? What have others communicated that you need to work on?

Strengths	Challenges
<ol style="list-style-type: none">1. Data Exploration and Analysis2. Visualization3. Continuous Learning	<ol style="list-style-type: none">1. Handling Unstructured or huge data(also formats other than csv, text,excel)2. Proper knowledge on Model Building and Model Tuning3. Advanced SQL4. Innovative solution ideas

Identifying Developmental Needs

Using the rating scale below, identify your developmental needs and degree to which you need assistance.

Developmental Need	I don't have a need for this	I'm doing OK with this but still need some help	This is an area where I really need some help
Clarifying academic and professional goals		✓	
Developing a teaching portfolio	✓		
Developing a research agenda/focus		✓	
Establishing research collaborations			✓
Selecting service opportunities			✓

Building a professional network		✓	
Learning how to mentor others (e.g., students, research team)		✓	
Responding to feedback (analysis, writing code, leadership)			✓
Understanding the academic promotion process			✓
Finding work-life balance		✓	
Handling workplace politics		✓	
Managing expectations		✓	
Fostering professional development and improvement as an educator	✓		
Fostering professional development and improvement as a researcher	✓		
Fostering professional development and improvement as a data scientist			✓
Fostering professional development and improvement as a leader		✓	
Other: _____			

Professional Goals

What are your professional goals: For this Cohort's Project/Program. In the next 1-2 years?

For this Cohort's Project/Program	In the next 1-2 years
<ol style="list-style-type: none"> 1 Project using structured data with in-depth analysis, model building/tuning 1 Project using unstructured data(text/images) and use deep learning 1 Project using SQL & Tableau Learn using cloud for ML Showcasing atleast 1 one of the best projects for this cohort 	<ol style="list-style-type: none"> Familiar with Cloud for DS/ML Proficient at handling unstructured data Familiar with LLMs Moving to Data Science/ Sr. Data Analyst

Implementation Plan

List at least three activities that you plan to implement towards achieving your goals

For this Cohort's Project/Program	In the next 1-2 years
<ol style="list-style-type: none">1. Setting up my calendar to dedicate time2. Get constructive feedback on improvement and focusing on why something is positive if I was good at it3. Continuous Learning	<ol style="list-style-type: none">1. Focusing on coming out of my comfort zone by learning one new thing at a time2. Portfolio, Resume Building and Application3. Looking for any fellowship opportunities