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PERSONAL DEVELOPMENT PLAN

1. Self-Assessment

As a B.Tech student in Information Technology and Data Analytics (ITDA), I am developing strong technical foundations while also exploring freelancing to gain real-world experience and independence.

Aspect	Details
Strengths	Strong analytical and problem-solving ability; Good communication and teamwork; Interest in data analysis and automation.
Weaknesses	Time management challenges; Limited freelance experience; Need to improve client communication and negotiation skills.
Opportunities	Growing freelance market; Access to online learning; Networking opportunities.
Threats	Fast technological change; Competitive job and freelance markets.

2. Goal Setting (SMART Framework)

Goal Type	Goal	SMART Description
Short-Term Goal	Improve Time Management	Use planners to balance academics and freelancing within the next 3 months.
Medium-Term Goal	Build Freelancing Skills	Learn client handling and freelancing platforms within 6 months.
Long-Term Goal	Skilled ITDA Professional & Freelancer	Develop expertise in data analytics and complete 5 projects within 2 years.

6. Benefits of a Personal Development Plan

- Provides clear direction for academic and freelance balance.
- Encourages continuous learning and improvement.
- Enhances self-awareness and confidence.
- Increases employability and career growth.
- Builds adaptability and motivation for long-term success.

Conclusion

This Personal Development Plan acts as a roadmap for balancing academic goals in ITDA with freelancing aspirations. Through consistent learning, goal setting, and regular review, I aim to build a strong technical foundation and succeed both academically and professionally.