Professional Skills Matrix and Development Plan

Skill	Proficiency Level	Experience/Examples	Areas for Improvement	Development Plan
Time Management	Intermediate	Managed multiple tasks, including setting up Kali Linux, testing Burp Suite and completing discussion posts. Overthought responses, which took up extra time.	Improve task prioritisation and avoid spending too much time on discussion posts. Managing work commitments with deadlines.	Use time blocking techniques and set deadlines for different tasks.
Critical Thinking and Analysis	Intermediate	Evaluated security risks using the Cyber Kill Chain model and vulnerability assessments. Analysed network vulnerabilities and discussed mitigation strategies.	Strengthen ability to apply security models to real world cases more effectively.	Engage in more case studies and security analysis exercises.
Communication and Literacy Skills	Intermediate	Participated in discussions and reflected on cybersecurity risks. Initially misunderstood how to respond to discussion posts.	Improve clarity and efficiency in discussion responses by focusing on viewpoints rather than evaluations.	Practice writing concise, opinion driven responses rather than lengthy evaluations. Focus on a specific point.
IT and Digital Skills	Intermediate	Set up Kali Linux and experimented with Burp Suite and OWASP ZAP for security testing. Overcame initial struggles with installation and tool usage.	Gain more structured learning in penetration testing and vulnerability scanning tools.	Follow cybersecurity tutorials and engage in hands on practice using virtual labs. PortSwigger has a series of tutorials
Numeracy	Basic	Worked with metrics from scanning tools to evaluate risk levels and security performance.	Improve ability to analyse security logs and numerical data from scanning tools.	Study log analysis methods and security reporting techniques.
Research	Intermediate	Faced challenges identifying credible sources and used BibGuru and CiteThemRite for referencing. Attended support lectures to improve research skills.	Strengthen ability to assess and categorise cybersecurity sources efficiently.	Use structured referencing tools and review academic sources more critically.
Interpersonal Skills	Intermediate	Engaged in cybersecurity discussions and collaborated with peers. Felt out of depth due to classmates' prior experience.	Develop confidence in technical discussions and improve collaboration in cybersecurity related activities.	Participate in cybersecurity forums and discussions to gain more exposure.

Problem-Solving	Intermediate	Troubleshot issues installing security tools, experimented with different OS setups, and resolved tool compatibility problems.	Improve efficiency in troubleshooting security tools and understanding configurations.	Follow structured troubleshooting guides and seek community resources for resolving issues.
Ethical Awareness	Intermediate	Explored ethical hacking concepts and security compliance frameworks such as GDPR and PCI-DSS. Recognised the importance of responsible vulnerability testing.	Deepen understanding of legal and ethical considerations in cybersecurity.	Study case laws related to cybersecurity and ethical hacking regulations.