



Assignment 1: Reflection [Personal Development Plan] 20%

At the start of the semester, you will work with the tutors to set up your own Personal Development Plan (a template will be provided – we'll discuss this in our first class), which identifies your goals for development over the semester. These goals will relate to specific skills and attributes that have been identified from the learning outcomes of the Design Factory module:

Learning outcomes of Design Factory:	Skills/Attributes for goal-setting
1. Participate, contribute fully and work in teams made up of diverse disciplines to co-create and solve industry driven problems	<i>Teamwork & Collaboration</i>
2. Apply professional communication strategies and actively engage others in your product, process or idea to communicate ideas successfully	<i>Professional Communication</i>
3. Apply human centred design and apply a broad range of problem solving tools to innovate and solve an industry driven problem	<i>Problem Solving</i>
4. Demonstrate efficacy, adopt a can-do approach, be self-motivated, accountable and, work successfully in both independent and collective situations	<i>Motivation & Can-do attitude</i>
5. Acquire and apply future-focused employment skills to industry and educational contexts	<i>Social Intelligence</i>
6. Use empathy to research, investigate and produce reasoned and critical responses	<i>Critical Thinking</i>

The aim of the Personal Development Plan [PDP] is to create a focus and awareness on important future-focused skills. This assignment is focused purely on your own development (personal, career aspirations, etc.), within the context of the team project, and throughout the Design Factory experience.

Over the semester, you'll set your goals, work to meet your goals, and reflect on your development. You'll be expected to complete the following activities by the end of these weeks:

Week 1:	Complete online questionnaire about your future-focused skills
Week 3:	Outline your goals in your PDP and get feedback on these from a tutor
Week 6:	Submit a reflection on your development and how your goals are tracking
Week 9:	Submit a reflection on your development and how your goals are tracking
Week 12:	Submit a reflection on your development and how your goals are tracking
Week 16:	Complete the online questionnaire and reflect on your overall progress

Your personal development plan document will be shared by a coach, and you will receive some formative feedback after you have added your reflections in weeks 3, 6, 9, and 12. A grade will be assigned at the end of the semester, based on the approach you've taken in setting goals, active and timely reflection on your progress, and providing meaningful reflections that go beyond simple description. You are also expected to include specific examples, and evidence, to demonstrate how you've been working on your goals.

Marking Schedule:

Components:	Marks
Active and meaningful participation in goal-setting and reflection tasks. <ul style="list-style-type: none">- Timely completion of all reflection components, as per due dates set out in brief- Regular use of documentation and reflection tool- Takes note of feedback and adjusts approach where necessary	/5
Setting and achieving goals <ul style="list-style-type: none">- SMART goal development- Actionable and observable tasks and activities that lead to achieving goals	/5
Evidence (provided by students and observed by tutors): <ul style="list-style-type: none">- Specific examples or instances discussed in relation to goals.- Examples/evidence/supporting material to demonstrate goal achievement linked to Personal Development Plan.- Observed behaviours/actions demonstrating development aligned with set goals	/5
Self-Assessment of your participation in the reflection process and the achieving of your goals. <ul style="list-style-type: none">- This will be included in the final questionnaire you're asked to complete.	/5
Total /20	