

# Careers & Employability

# Mentoring Log

Mentee	Yu-Ching Ho	Mentor	Constantin Toador
Date of 1-1 Meeting	3/5/2018	Duration	1 hour
Items for Discussion			
Action/Points Discussed	Actions to Follow Up	To Complete By	Plan for Next Meeting
<p><u>Feedback</u></p> <p>After the programme, I feel more relaxed and less anxious about going into the world of work, and seeing how a company runs daily and its workplace showed their energy and work culture. Constantin and his work partners gave a lot</p>	<p>of actionable advice, and I would <del>recommend</del> <sup>recommend</sup> this to everyone, but especially 1<sup>st</sup> and 2<sup>nd</sup> years.</p> <p>The only improvement I hope is that this programme to be more advertised and run by the university, as it is so useful.</p>		

Date of Next Meeting: Finished

Time of Next Meeting: Finished

Mentee Signature: YCH

Mentor Signature: CT

To make the most of the time you spend with your Mentor it is important you reflect on how the meeting went and what was discussed.

**Reflection: How do you feel? What were the main outcomes? What did you learn? What will you ask at your next meeting?**

This week was very similar to the conference call I sat by. Instead of a weekly review, it was a monthly review and what was impressive was the amount of work each person got through monthly and had planned for the next month.

Seeing this type of work flow and ethic makes me excited as it is not monotonous, always new problems and solutions, and constantly learning.

**Please tick any areas you covered with your Mentor**

Communication	✓	Business Awareness		Assertiveness	
Planning & Organising	✓	Presentation Skills		Recruitment Processes	
Problem Solving	✓	Time Management	✓	CV & Applications	
Confidence	✓	Teamwork	✓	Interview Techniques	
Enterprise	✓	Digital Professionalism	✓	Realising Potential	✓