Personal Development. 5th October 2016.

Recognising your own motivation to learn grow and develop (pp18-19).

 - What do you want to achieve in your time at University?
 - Why you want to achieve this?
 - What barriers do you think you might encounter?
 - What new skills do you think you might need to learn to overcome these barriers?
 - How anxious are you about achieving your aims?
 - Try to score yourself 1-10.

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2. Recognising your own strengths and areas for development by completing a personal SWOT analysis (pp32-33).

  - What's the strength to you have that you might build on?
  - What are your areas for development?
  - What opportunities do you see for you to develop yourself?
  - What threats do you see to your personal development and what barriers may need to be overcome?

3. Developing smart goals (pp35-36).

 - Think about making goals which are specific, measurable, achievable realistic and timed.
 - The more specific you make your goals, the more likely you are to achieve them.

4. Making a personal development plan (pp 36-37).

 - We suggest using the five column format shown on page 37.
 - Always think before you start writing and planning.
 - Doing your motivational analysis, SWOT and developing smart goals are all preparation for your PDP.
 - Think about what aims you want and how many - too many may be unachievable.
 - Think about actions, what will you need to do to achieve your aims?

- Think about resources -what will you need to support your achievement?
 - Think about measurement, how will you know what you have achieved?
 - Some targets are easily quantifiable, but if not you may need to create your own scale.
 - You don't just need a deadline, you need to think about review dates as steps along the road.
 - You need to make a time and place for review and diarise it, otherwise it won't happen and your plan may slip.
 - Review should lead to a new plan.

5. 'Off course model' of Susan Jeffers, 1991 (p34).

 - However much we plan we all get 'off course' sometimes, so part of personal development is recognising that we can get back on course or change course if we want.

6. Visualising your success (pp38-39).

 - Taking time to visualise your success can really help you achieve.
 - This is a technique associated with NLP or neuro linguistic programming.
 - Try following the guidance in our book (p39).

7. Making affirmations (p19 & 185).

 - Affirmations are statements we make to say to ourselves.
 - They should always be positive in tone and start with 'I'.
 - An affirmation is untrue when you create it but becomes redundant when you achieve it e.g. I am always calm and confident when taking examinations.

8. Finally, we wish you good luck in your journey through life and personal development.

- Any questions?

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