

Personal Development Plan

Where am I now?

<p style="text-align: center;">What are my strengths?</p> <p style="text-align: center;">What are my weaknesses?</p> <p style="text-align: center;">What are the common feedbacks that I receive from others?</p> <p style="text-align: center;">What other performance indicators can I notice?</p> <p style="text-align: center;">What are some areas I can improve?</p>	<p><u>Strengths:</u></p> <ol style="list-style-type: none"> 1. 2. <p><u>Weaknesses:</u></p> <ol style="list-style-type: none"> 1. 2. <p><u>Feedback:</u></p> <ol style="list-style-type: none"> 1. 2. <p><u>Performance Indicators:</u></p> <ol style="list-style-type: none"> 1. 2. <p><u>Focus Area:</u></p> <ol style="list-style-type: none"> 1. 2.
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What do I want? Where do I want to go?

<p>What do I hope? What do I want? Where do I want to go?</p> <p>Why do I want to achieve it? What does it give me? What are the benefits?</p>	<p><u>What do I want?</u></p> <ol style="list-style-type: none"> 1. 2. 3. <p><u>Why do I want it?</u></p> <ol style="list-style-type: none"> 1. 2. 3.
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How do I get there? What is needed?

<p>What must I improve/ learn/ experience to achieve the desired state?</p> <p>What are the possible resources to learn/ experience/ improve?</p>	<p><u>What do I need to get there?</u></p> <ol style="list-style-type: none"> 1. 2. <p><u>Resources:</u></p> <ol style="list-style-type: none"> 1. 2.
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Set timeline

Notes

Set a timeline for meeting your short term, medium and long term goals. Use a calendar or chart for effective time management. Schedule your time in weeks. Set milestone in between short term goals if you feel the need to.