



DecadeOn

Find your path

Progress Plan

Using this Progress Plan can help you focus on what is important to you, what you want to achieve, and how you are going to achieve it.

First, brainstorm on the questions below, then try and make some actions! Your mentor can help you with these.

These questions may also help you think about some topics you may wish to discuss with your mentor.

When do you find work or studying most fulfilling? You may want to think about which subjects you like; whether you like working with others, or on your own? How many hours do you like working? Are most fulfilled when helping others? How important is money to you?

What else is important to you? Are there any causes you feel particularly passionate about, such as climate change or equality of opportunities? Do you spend a lot of time with your family? Do you love sports?

When do you find work or studying least fulfilling?

What are your strengths?

What skills / knowledge do you have already? You may want to think about qualifications; do you have any transferable skills (e.g. the ability to carry out research)?

What qualities do you admire in others? You may want to think about what role models you have?

In an ideal world, what job would you be doing?

What do you want to achieve in the next year?

Thinking longer term, where do you want to be in the next five years?
Dream big! (Don't worry, we know this can be a difficult question to answer!)

In terms of skills, knowledge and experience, what is the gap between where you are now and where you want to be next year?

What resources are available to help you achieve your goals for next year?

What are the possible barriers to success? And how can you overcome these?

Now you've thought about the above, let's draft some actions! Your mentor can help you with these.

Remember to make **SMART** actions!

Specific. Define your actions clearly.

Measurable. Make sure you can track progress.

Attainable. Have high aspirations, but make sure each action is within your grasp.

Relevant. Make sure your action will help you achieve your goals.

Time-based. Set a deadline for each action.

Use the section in the page below to help set out your actions:

1. Action:

Action due date:

2. Action:

Action due date:

3. Action:

Action due date:

4. Action:

Action due date:

5. Action:

Action due date: