



Prifysgol Cymru

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FAISAL MAHMOOD

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MODULE: ACADEMIC AND EMPLOYABILITY
SKILLS

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WHAT SKILLS WILL I NEED TO ACHIEVE THIS?

- Knowledge
- Time Management
- Team Building
- Good organization Skills
- Technical Skills
- Leadership



SWOT ANALYSIS

- Strength
- Weakness
- Opportunity
- Threats



STRENGTH AND WEAKNESS

Strength	Weakness
Patient	Confidence
Communication	Time Management
Money handling	Lack of experience
Team Player	

THE SKILLS THAT I HAVE ACHIEVED THROUGH MY LEARNING ARE:



MY PERSONAL DEVELOPMENT PLAN (PDP)

	Short-Term Time Frame What do I want to accomplish in the next three to six months?	Mid-Term Time Frame What do I want to accomplish in the next six months to two years?	Long-Term Time Frame What do I want to accomplish in the next two to three years?
Section 1 - My Goals What are my overall goals that I want to accomplish in this time period?		➤ My mission is to complete my Certificate in Higher Education In level 4	➤ Carry on with my Education journey.

Section 2 - Skills and Knowledge to be Learned What specifically do I need to learn? What project do I need to work on?	➤ To work on my confidence ➤ Time Management	➤ Creative thinking ➤ Time management ➤ Communication skills ➤ Personal and interpersonal skills ➤ Technology skills	
Section 3 - Next Steps How am I going to acquire the skills and knowledge? How am I going to do this project?	➤ Time management	➤ Time management	➤ Time management ➤ Carry on with my studies.

CONCLUSION

I am studying at the moment, my aim is to study further and gain further knowledge to work as a manager in security.

REFERENCES

<https://www.educba.com/swot-analysis-examples/>

https://www.google.co.uk/search?q=university+of+wales+trinity+saint+david+logo&sxsrf=ALiCzsYnwaBAXdUINtzFRJiCIJKBTMYTdw:1659810425879&source=lnms&tbm=isch&sa=X&ved=2ahUKEwjwwNDW67L5AhVOhlwKHcKnDUQQ_AUoAXoECAEQAw&biw=1280&bih=601&dpr=1.5

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MY PDP: Adler, A., 1870–1937. [Online].

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