I confirm that I have not used any AI tools in the research and creation of this assignment. I confirm that I have not presented any AI generated materials as my own work. I confirm I have copies of my drafts, notes, and other resources I used, which I may be asked to provide in evidence.

Link to Personal development plan video

Script:

Slide 1:

Today I will be discussing my personal development plan. So, what is a PDP. A personal development plan is a plan that you make to achieve goals that you have set out.

Slide 2:

My long-term goal for my university degree is to achieve a 1st overall.

Slide 3:

I have set myself some short-term goals that will overall help me to get to my final year goal. I will complete all my assignments to a high standard. I am going to make sure I start each assignment within plenty of time. I want to pass all my modules therefore ensuring that I pass my first year at university.

Slide 4: what are smart goals?

For this personal development plan, I will be using smart goals to achieve my goals. Smart goals are what helps you to complete your work as it helps you have a clear plan. They consist of Specific, measurable, attainable, relevant and time-based (University of Derby 2025).

Slide 5: Specific

I want to accomplish a first overall in university as this is a long-term goal there is a lot to do to get to this point. This goal is important to me because I have always wanted to come to university, so it is important that I do my best to achieve this high goal to prove to myself and others that I can do it. Also, no one in my immediate family has been to university so I would like to be the first one to do it. The resources involved in helping me achieve my goals are using the help that is given. For example, if I am struggling with an assignment, I can go to my lecturers to help me with my assignments or my personal tutor. I can also use the library resources to help me out. The limit to me achieving my goals is myself. If I do not put in the effort to achieve this goal, then that is limiting my success.

Slide 6: Measurable

To track my progress of these goals I will do this by checking all my deadlines and making sure I have completed my assignments on time. I will look at all the feedback I get on my assignments to see where I am at. I should accomplish all my short-term goals this year if I set out time each day to complete my work that is assigned. I will know that I have completed my assignments to a high standard by making sure I work hard. If I start my assignments in plenty of time so I do not have to rush them I will know this goal has been achieved. These will also lead me to passing my first year. These goals will also apply to my second and third year getting me to having a first overall.

Slide 7: Achievable

I will accomplish my goal by looking at when each assignment is due and plan out which I would work on first. I am going to make sure I submit all my assignments by the deadline date. I am going to work on all my assignments to a high standard. The short-term goals I have set out are realistic as they are easily achievable and my long-term goal is realistic as I should be able to reach it if I work hard throughout the three years.

Slide 8:

What do I want/need to learn?

I will need to make sure that I learn all the required material for each of my module assignments. I will have to make sure I do outside of the core reading as this will help me gain a better grade therefore being more likely to pass the year getting on to second year.

Slide 9: Relevant

My goals are worthwhile as it is important to me to pass.

Slide 9: Time-Bound

I want my short-term goals to be achieved throughout the year as they will go towards my final grade at the end of this year. Six months from now I can make sure I keep up with doing a certain amount of work every day to make sure my workload does not mount up and I must do a lot of work last minute. 6 weeks from now I am going to start to implement my goal into daily routine this will then become a habit, and I will be making consistent progress towards my final goal. Today, I can start by

planning out how much time I can dedicate to my assignments each day. I will plan out what assignment I will start with then plan what days I will use to focus on what assignment. I will look at the deadlines towards them and plan accordingly.

Slide 10: Strengths

Time management:

I am good at managing my time wisely when I set a goal, I know the time frame I must work towards it.

Attention to detail I like to make sure everything is perfect this can be a strength but also a weakness of mine as I overthink a piece of work and never think it is up to the right standard I will overcome this by not being as critical on myself and asking others to read through my work to give me reassurance.

Slide 11: Weaknesses

I sometimes struggle with motivation once I start a task, I am fine but it's the starting it to begin with that I struggle with. To overcome this weakness, I will need to motivate myself by reminding myself of the deadlines and that I won’t achieve my goals if I do not start my task within a good amount of time. I do not want to have to rush.

Reference list:

University of Derby. (2025). *Self-direction and planning.*

https://libguides.derby.ac.uk/develop-at-derby/self-direction-and-planning/SMART-goals

PowerPoint

Presentation.pptx