

Lately, I have been attending classes at the University of Wales Trinity Saint David.

Now I am studying professional career development to improve and help me understand the specific performances and environments you would need in a successful business career.

I am trying to increase my knowledge within a healthy business career while also trying to build more of a stronger and more balanced behavior within any workplace. So far, I have been learning about the expectations we need in our lectures and most importantly how to communicate with each other. In most of our lectures, we must be confident and speak more openly. I genuinely believe that these lectures have made me realize a lot of positive and negative points about myself which I have been acting for, in various ways these lectures and activities that we have in classes have been very useful for me. In one of our most recent lectures, we covered the subject of employability skills; (Cottrell, 2021) I'll be explaining and discussing below what has helped me throughout the lectures and what I've learned so far.

Employability skills are to give people the information and skills they need to increase their career prospects across a variety of occupational fields. Each qualification's structure and content are intended to be adaptable so that students can explore a range of work-related subjects and acquire a variety of employment-based skills. (Cottrell, 2021). I need to make sure I cover this subject a bit more because I believe I can be more confident in this specific subject so then it will be easier for me to carry on within our lectures and not fall behind, though I can follow instructions and take notes, I am incapable of knowing what to do in detail while being out of campus.

I have been trying to look into this subject more as said above, I want to know more about employability skills and why they matter for a successful business career, Numerous employability skills are interdependent. Strong collaboration, for instance, frequently entails proactive communication and effective time management. Another good point is In any role, communication is essential. At any type of workplace, you communicate in a variety of ways, such as sending coworkers emails, sharing the most recent data in a visual report, updating the status of a project, and providing solutions to an ongoing issue, that is why I would like to improve mostly in my communication skills. Another useful point is Critical thinking and communication skills are two more employability skills on this list that are necessary for problem-solving. Furthermore, solving problems isn't solely a managerial responsibility. You can get better at it at any level. Instead of just pointing out an issue, many companies value it when you try to find a solution. (Coursera Staff, 2023)

Personal development is a very important field for me specifically, it enabled me to understand that it is a process that you need to let grow on your own experience which will lead to improving skills and developing new personal goals. according to Lidenberger (2023) 'The most effective mindfulness techniques raise self-awareness, lower stress levels, and boost general wellbeing.' which I think is quite important since health comes before everything. One of the best methods to improve your awareness is to meditate every day, even for brief periods of time. Improving personal abilities like leadership, communication, and emotional intelligence not only strengthens bonds with coworkers but also fosters a peaceful and effective workplace. Emotional resilience and adaptability are fostered by personal development and are critical qualities in the dynamic world of today. I believe that this subject let me understand my true potential and new skills I didn't know about. (Bryan, L 2023)

Personal growth allows me to understand what I and other people are most likely to do while facing difficulties within the workplace. I have concluded that personal growth is based on aspects, of our lives and the world in general,

In some situations, attitudes can be maladaptive, resulting in issues like shame and inadequacy, even while they can be useful in simplifying complex information. Fostering a growth mentality entail accepting challenges and working diligently to advance your skills and knowledge. On the other hand, having a fixed mindset is linked to a higher risk of depression, anxiety, shame, unhealthy defense mechanisms, and self-sabotage which to me would be a risk between my workplace and my colleagues and I would then create a boundary that would stop me from working efficiently. (Jill, B 2023).

The SWOT analysis enables me to work on my weaknesses, extend my strengths, and opportunities, and reduce threats. within strength; I am a very good listener, and I could say that I learn quite fast but only if I have a well-presented tutor who will allow me to understand everything in detail. I also heard from my peers that I have a wild imagination which I think is quite reliable since it helps me by boosting my confidence and allowing me to see what I can do beforehand, and it also reduces stress. My most frequent weaknesses are; I can't multitask in class as much as I would like to, for example, I can't write and listen at the same time. for me, I would like to give my full attention to the speaker. Another weakness would be that I am not fond of being the center of attention, I am not the voluntary type of person. (Elizabeth, P 2023).

The Johari Window allowed me to build my self-awareness of my conscious and unconscious biases. I used it to compare my strengths and weaknesses to other's opinions about them, it also allowed me to understand that it is split into four sections which are;

open areas, hidden areas, blind areas, and unknown areas. My open area is that I like to observe and learn from other's experiences and conversations to put myself in them to improve the situations and simplify the solutions. My hidden area would be that I am quite emotional and tend to take things to heart quite a lot, but I will not show it. My blind area would be that I have confidence in the things I am fond of, I will speak my mind and have an open conversation about things when needed. my unknown area would be to be more open about my thoughts and opinions. (Simon, B 2024).

The Gibbs reflective Cycle is a theoretical model created by Professor Graham Gibbs in 1988 that offers a systematic six-stage reflection process as a framework for experiential learning, an organized framework called the Gibbs Reflective Cycle was created to help people methodically reflect on their experiences. I think that this subject helped me by allowing me to explain a detailed structured reflective essay most easily. This is the most effective and the most used method to fully ensure you have explained your reflective essay of some sort properly. Learning this method allowed me to understand how to obtain a professional career and the type of way it would lead to employability skills which is also related to practical life itself. (Saul, M 2024).

Being able to obtain resilience has helped me by possessing strong coping mechanisms and being capable of gathering resources, seeking assistance when required, and figuring out how to handle the circumstances they are in. making sure I have a strong internal locus of control and the belief that one's actions may influence the course of events are characteristics of resilience. (Kendra, C 2023).

I have been able to obtain adaptability which allowed me to be flexible at university and enables me to react to new circumstances, positions, and projects, I will be equipped to handle any change as I hone this skill set. One of the things I try to do is practice overcoming many obstacles and developing original answers for each is one method to increase adaptability. And started teaching myself that nothing is impossible as I keep approaching and overcoming obstacles. but sometimes I tend to not believe that I can adapt to the workplace or lecture. Instead of becoming overwhelmed or agitated under pressure, I try to consider coming up with fresh ideas and solutions for the issue at hand. adaptability increases output. I tend to have more time to consider how to proceed with a project and take action when I am less preoccupied with its current state. (Alicia, R 2024)

I tend to worry about what type of leadership development skills I have or need. according to Cote (2024), "Some people mistakenly believe that leadership is a mystical trait that some people possess while others do not."; I believe leadership, that leadership of all types will only stand alone in the factors that are positive and that you are confident in.

There is a leadership development option for everyone, regardless of whether you have years of experience and wish to update or improve your skills or are about to transition from individual contributor to leader. Participating in a development program can help you acquire new skills and show your employer that you are committed to your leadership development. (Cote, 2024).

This reflection helped me analyze my inner strengths and pinpoint areas that still require improvement thanks to the reflection and I have received assistance from the professional development program in building a tiered career path. With the help of SWOT analysis, Gibbs reflective cycle, learning styles, personal growth and more said so above.

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