

ACADEMIC AND EMPLOYABILITY SKILLS

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TASK 1

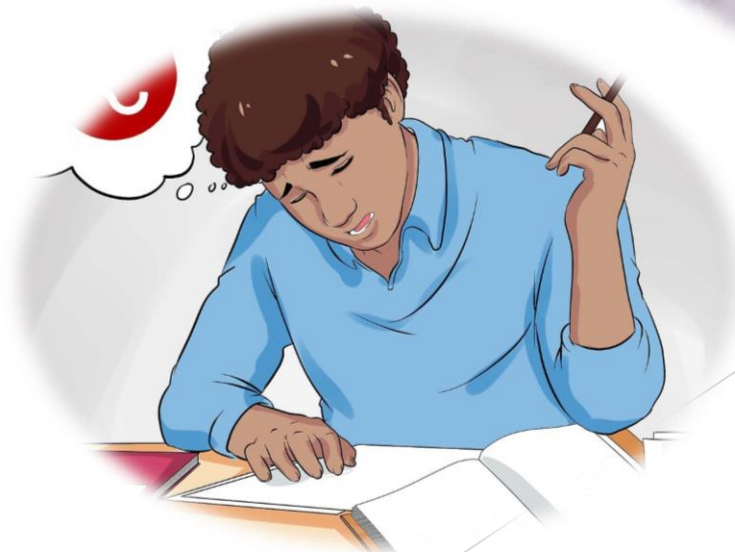
' Walker, there is no path, the path is made by walking'.



Caminante no hay camino

Caminante, son tus huellas
el camino y nada más;
Caminante, no hay camino,
se hace camino al andar.
Al andar se hace el camino,
y al volver la vista atrás
se ve la senda que nunca
se ha de volver a pisar.
Caminante no hay camino
sino estelas en la mar.

Antonio Machado



Time management

	MONDAY	TUESDAY	WEDNESDAY	THURSDAY	FRIDAY	SATURDAY	SUNDAY
8-9	Help prepare the girls for school and take the girls to school	Help prepare the girls for school and take the girls to school	Help prepare the girls for school and take the girls to school	Help prepare the girls for school and take the girls to school	Go to the university on the subway	Make the girls breakfast and have breakfast	Make the girls breakfast and have breakfast
9-10	<i>Come back from school and have breakfast</i>	<i>Come back from school and have breakfast</i>	<i>Come back from school and have breakfast</i>	<i>Come back from school and have breakfast</i>	University	<i>Sleep</i>	<i>Sleep</i>
10-11	<i>Sleep</i>	<i>Sleep</i>	<i>Sleep</i>	<i>Sleep</i>	University	<i>Sleep</i>	<i>Sleep</i>
11-12	<i>Homework</i>	<i>Sleep</i>	<i>Sleep</i>	<i>Time to study</i>	University	<i>Sleep</i>	<i>Sleep</i>
12-13	<i>Time to study</i>	<i>Sleep</i>	Prepare to go to university and go to underground	<i>Time to study</i>	University	<i>Sleep</i>	<i>Sleep</i>
13-14	<i>Prepare lunch and eat</i>	<i>Sleep</i>	Go to the university on the subway	<i>Homework</i>	<i>Return from the university by subway</i>	<i>Prepare lunch and eat</i>	<i>Prepare lunch and eat</i>
14-15	<i>Homework</i>	<i>Sleep</i>	University	<i>Homework</i>	<i>Prepare lunch and eat</i>	<i>Homework</i>	<i>Homework</i>
15-16	<i>Fetch the girls from school, come home and help prepare a snack</i>	<i>Fetch the girls from school, come home and help prepare a snack</i>	University	<i>Fetch the girls from school, come home and help prepare a snack</i>	<i>Fetch the girls from school, come home and help prepare a snack</i>	Activities with my daughters	Activities with my daughters
16-17	<i>Free time</i>	<i>Free time</i>	University	<i>Free time</i>	Activities with girls	Activities with my daughters	Activities with my daughters
17-18	<i>Time to study</i>	Activities with my daughters	University	Activities with my daughters	<i>Sleep</i>	<i>Time to study</i>	<i>Time to study</i>
18-19	Activities with my daughters	<i>Sleep</i>	<i>Return from the university by subway</i>	<i>Time to study</i>	<i>Sleep</i>	<i>Sleep</i>	<i>Sleep</i>
19-20	Prepare for dinner, supper, and prepare the	Prepare for dinner, supper, and prepare the	Prepare for dinner, supper, and prepare the girls for bed	Prepare for dinner, supper, and prepare the	Prepare for dinner, supper, and prepare the	Prepare for dinner, supper, and prepare the	Prepare for dinner, supper, and prepare the

Time management

	girls for bed	girls for bed		girls for bed	the girls for bed	girls for bed	girls for bed
20-21	Free time	Prepare to go to work and go to work	Prepare to go to work and go to work	Homework	Prepare to go to work and go to work	Prepare to go to work and go to work	Prepare to go to work and go to work
21-22	Free time	Work	Work	Free time	Work	Work	Work
22-23	Prepare dinner and eat	Work	Work	Prepare dinner and eat	Work	Work	Work
23-24	Sleep	Work	Work	Sleep	Work	Work	Work
24-1	Sleep	Work	Work	Sleep	Work	Work	Work
1-2	Sleep	Work	Work	Sleep	Work	Work	Work
2-3	Sleep	Work	Work	Sleep	Work	Work	Work
3-4	Sleep	Work	Work	Sleep	Work	Work	Work
4-5	Sleep	Work	Work	Sleep	Work	Work	Work
5-6	Sleep	Work	Work	Sleep	Work	Work	Work
6-7	Sleep	Work	Work	Sleep	Work	Work	Work
7-8	Get up and start making the girls breakfast and their food	<i>Finish work and return to home</i>	Finish work and return to home	Prepare to go to university and go to underground	Finish work and return to home	Finish work and return to home	Finish work and return to home

Streghths-Opportunities-Weaknesses-Threats



SWOT Analysis (Personal)

Name ...Francisco José Valenzuela García.....

Student ID.....2021 1496 01.....

Strengths	Weaknesses
-I am heck of a good wirter, I have written a novel. -I have a general certificate of education (GCE) of Science. -I have worked more than 15 years in hospitality so I have acquired great training to solve problems and manage personnel for work. -I have more determination with my goals. -I am quite empathetic so I can fit in well in the work structure	- The language is a great obstacle since I do not speak fluently although I understand it, I try to improve day by day - I have limited time since I have family responsibilities but I manage my time in such a way that I find time to dedicate it to my studies - I need to improve my perseverance to get better
Opportunities	Threats
- Great opportunity to be in a prestigious university that would open many job doors for me - Learn to see many points of view taking advantage of the diversity of countries that study at my side - This course can improve my skills and my strategic thinking to improve in the world of work and be able to move up in the hierarchy	- The difficulty of this course is a challenge for me since being in another country and with another language my concerns increase - The distance from the university to my house can cause me to be late even on some occasion causing fousls against me - My employment situation may change threatening my continuity in the course

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