



# DUM4000 – ACADEMIC AND EMPLOYABILITY SKILLS

Applied Computing

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## 1. Introduction

In this report it will look at the authors strengths and weaknesses along with future aims and objectives for the future. The way that the author will do this is by providing a brief overview about himself through an initial presentation. This presentation will include the following: -

- Hobbies
- Personal Strengths and Weaknesses
- Technical Strengths and Weaknesses

The author will also have to identify the core skills that are required in order to be successful for HE learning along with looking at good skills for employability. As part of research into skills evaluation it requires looking into the following personality tests :-

- The Myer Briggs Type Indicator
- Disc Assessment
- The Winslow Personality Profile
- The Holtzman Inkblot Technique

The author will compare and contrast the results of each personality test, these personality tests will also be compared to how the author described himself. After carrying out multiple personality tests and identifying key skills that need to be improved for academic and professional success the author creates an action plan to include the following :-

- Short Term Goals
- Long Term Goals
- Academic Skills To Be Attained
- Professional Skills To Be Attained

After building an action plan the author needed to analyse study skills techniques like critical thinking and study skills along with self-organisation, where the author needs to give an examples of critical thinking that the author has used as part of the authors studies. Along with describing the different steps that have been taken to improve their own productivity, improve organisation and/or reduce stress levels. The author will also create and e-portfolio using Google sites.

## 2. Presentations

### 2.1 Overview Of PowerPoint Presentation

The author had to create a presentation about themselves to be showed to the class, this presentation needed to include the authors hobbies, personal strengths, personal weaknesses, technical strengths and technical weaknesses. The first slide of the authors presentation can be seen in figure 1.



Figure 1 - Presentation Slide 1

The first slide of the authors presentation just contains the header for the presentation to show the presentation is about me.

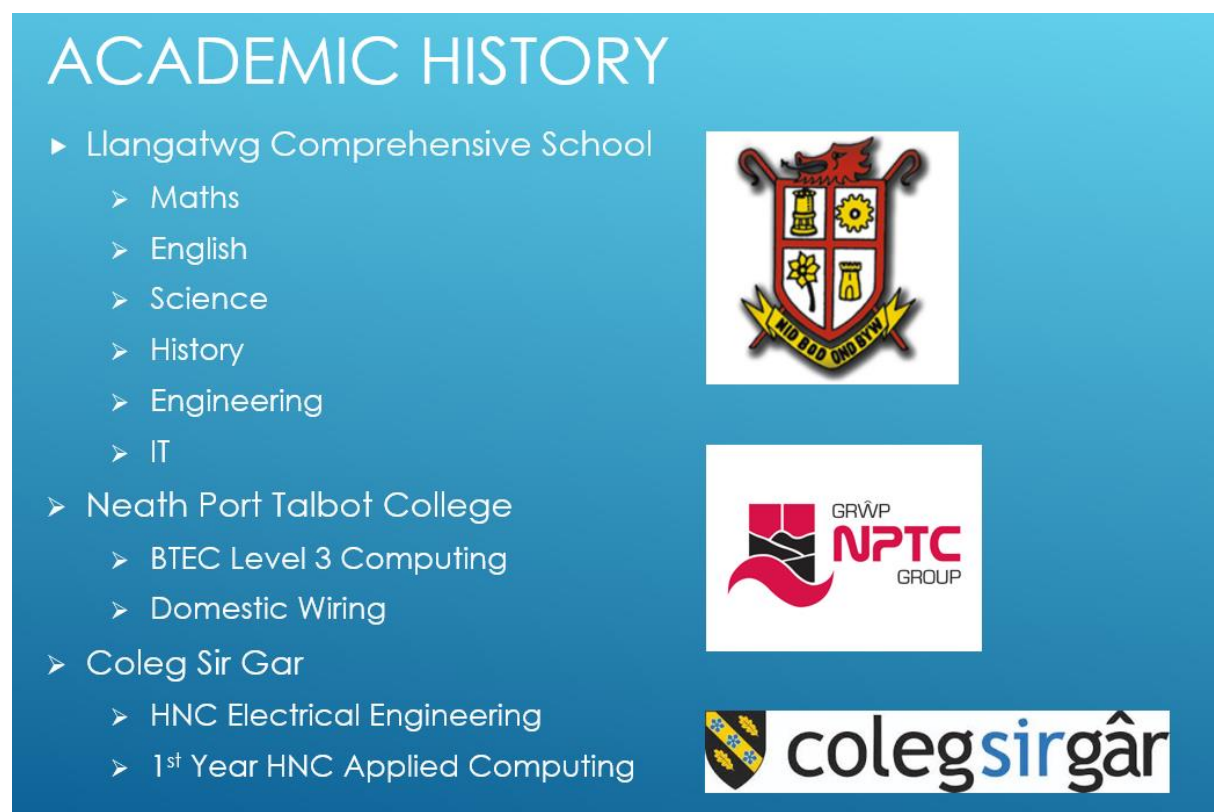


Figure 2 - Presentation Slide 2

The second slide of the authors presentation displays their academic history from secondary school to college. For Llangatwg comprehensive school as sub points it included the core subjects that the author studied there, these were used as reminders to help jog memory when talking about academic achievements at Llangatwg. The author also included Neath port Talbot college where they went after finishing comprehensive school and this also included sub points to help jog memory when explaining what each qualification entailed. For example domestic wiring included learning how to wire up houses like a ring main circuit whereas manufacturing side of it included needing to

learn how to work with trunking. The final part of this slide was for coleg sir gar where the author carried out their studies as part of their apprenticeship which was completed after getting HNC in Electrical Engineering.



Figure 3 - Presentation Slide 3

In the third slide of the authors presentation shows their employment history, which is not extensive as the author has been working at Sumitomo since they were 17. The author worked part time for James Dean Shopfitting while studying domestic wiring at Neath port Talbot college.

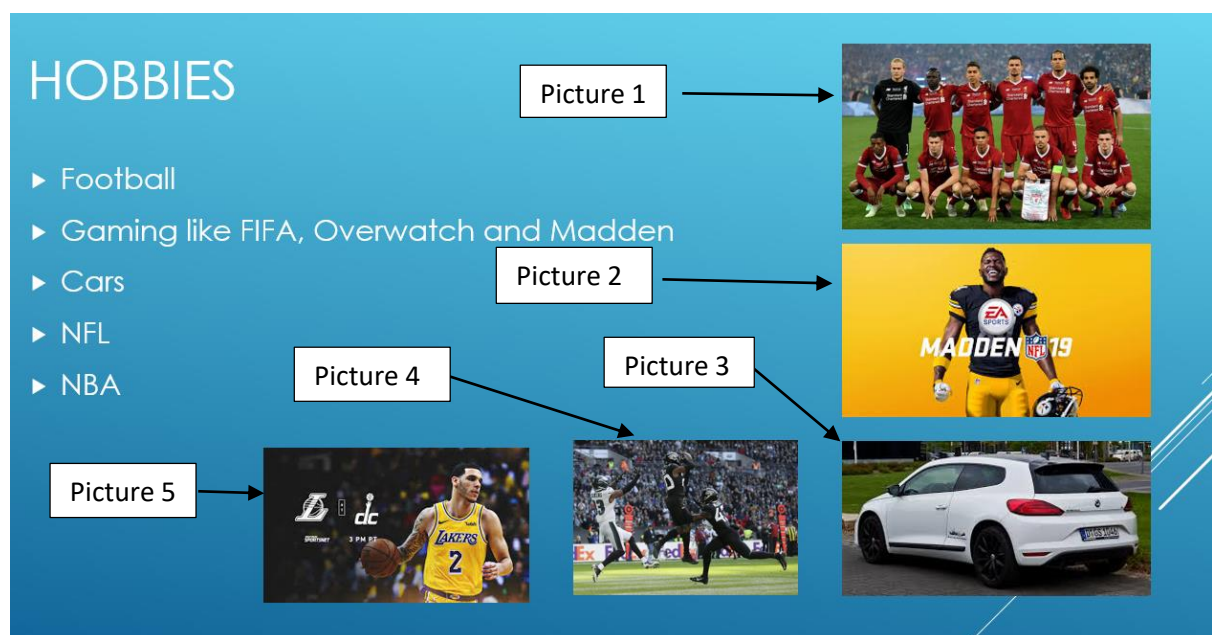


Figure 4 - Presentation Slide 4

In figure 4 it shows the fourth slide from the authors presentation, which in this case shows their hobbies and interests. For each hobby the author tried to have an image to match that would spark a memory or something to talk about. For example picture 1 is of Liverpool the football team the author supports before the champions league final in Kiev, which is a game the author went to watch live. This meant it was easier to talk about as it was a memory and this is a common theme with all the other photos. For example picture 2 is madden a game the author plays frequently but unlike the others doesn't particularly bring back any memories. Picture 3 is there as a reminder of what to talk about for cars as hobby as it's the car the author has and brings back memory of when the author bought it, it needed a lot of work done like replacing the dashboard, bonnet and bumper. Picture 4 is off the London NFL game this year in Wembley, which is a game the author attended that helps as the author could then talk about what the event was like. Picture 5 is off the NBA game that comes to London once every year in February which is an event the author is looking to attend.

**PERSONAL STRENGTHS**

- ▶ Quick Learner
  - ▶ C#
  - ▶ ASP .NET
- ▶ Problem Solving

**PERSONAL WEAKNESSES**

- ▶ Time Keeping
  - ▶ Work
  - ▶ College
- ▶ Listening Skills
- ▶ Project Management

```

using System;

namespace HelloWorld
{
    public static class Program
    {
        public static void Main(string[] args)
        {
            string message = "Hi";
            if (args.Length > 0)
            {
                message = "Welcome to .NET Core!";
            }
            Console.WriteLine(message);
        }
    }
}
  
```

A 3D white character with a red clock face for a head, standing on a white base.

Figure 5 - Presentation Slide 5

In figure 5 it shows the presentations 5<sup>th</sup> slide, which shows the authors personal strengths and weaknesses. The authors strengths are that they are a quick learner the reason they believe this is due to the fact that when the author got hired by Sumitomo they wanted the author to learn C# while studying for a HNC in electrical engineering that meant the author had to learn this in his spare time and then develop applications at work. The reason the author has time keeping down as a personal weakness is due to the fact they are always a couple minutes late for college and work.



Figure 6 - Presentation Slide 6

In figure 6 it shows the authors technical strengths and weaknesses, for this the author included a video that may look like a picture in figure 6. The reason that the author included a video is that it was part of a project where they had to work on PLC's that made it much easier to talk about and probably a lot more interesting for people to watch.

## 2.2 Preparing For Presentation

In preparation for this presentation the first thing the author looked up was the keys to building a good PowerPoint presentation. According to (Sommerville) one of the seven deadly sins of PowerPoint presentations is to limit the slide transitions and sound effects being used and focus on presenting a clear message to your audience.

(Genard) tells us that the first 60 seconds of a presentation are critical as audiences make decisions of a person's credibility, believability and likeability in the first 30-60 seconds. At the early stage of a presentation the audience respond to the speakers body language. From (Genard) I learnt that in order to establish credibility with your audience you need to have good body language and eye contact throughout.

In order to create a good presentation according to the website (Skills You Need) it's important to remember the 10-20-30 rule that originates from Guy Kawasaki of Apple, who suggests that a presentation should contain no more than 10 slides, last no more than 20 minutes along with having a font size of no less than 30 point. Also a general rule is the slides should be the sideshow to presenter and be useless without them.

In order to have a good presentation it's important to establish a connection with audience and as (Rein) says "The first key rule is to tell stories. The greatest public speakers, from Steve Jobs to Winston Churchill to former general electric chief executive Jack Welch, tell stories to get their point across, rather than relying on statistics on PowerPoint Slides.". The place where the author took this into account was by including pictures of memories for each point in the presentation.

According to (Zanders & MacLeod) another important method to remember when preparing a presentation is the "Elevator Pitch", this method is used to help "identify the essential meaning of your work and convey it succinctly in the time it takes for an elevator (lift) to travel a few floors, say up to 3 minutes".

## 2.2 Future Improvements

In order to improve my presentation skills in the future I'd probably look to include a section explaining what I do as part of my role at SEWS-E as well as just explaining where I had been employed previously. The reason for this I think it would help a clearer picture of where my relevant skills strengths and weaknesses can help or hinder in my everyday role.

Another improvement would be to include a slide at the end of the presentation where I ask the audience if they have any questions about any parts of presentation in case there were anything I had not covered or to give more background on a specific part they were not clear about.

### 3. Research into Skills Evaluations

#### 3.1 The Required Skills For Successful HE Learning And Employability

There are a lot of different skills required in order to achieve successful HE learning and employability skills. In this section I have selected the ones I believe to be the most important for HE Learning and Employability.

At first I will look at the soft skills I believe are most important when it comes to HE learning and employability, the first of which is working on your own initiative. The reason that I believe this to be such a vital skill for HE learning is due to the fact when your given an assignment it's up to you as the student to go out research further into different topics. An example of this for me would have been when doing my HNC in electrical engineering one of my assignments was about three phase motor and drives something that wasn't part of my everyday job like my classmates that meant I had to research a lot to learn and understand in order to achieve a high mark on the assignment. The reason I believe this to also apply to work is due the fact when your given a project it's up to you to out do the work and research different aspects.

The second set of soft skills that I believe are very important for both HE learning and employability is a willingness to learn. The reason that I believe this to be important skill when it comes to HE learning is due to the fact that even if it's a qualification in your field of work there will always be something you didn't know or a better way of doing something you already do. The reason I picked this for being a key one when it comes to employability is due to when you take on a new role or task there will always be different procedures that need to be followed. An example of this is in my role I needed to learn C# in order to be able to perform my role.

The third set of soft skills that I believe to be important is time management for both HE learning and employability. The reason that I believe this to be an important skill to have when it comes to HE learning is due to having multiple assignments and exams, that requires being able to manage the amount of time spent on each task base upon when its deadline is. The reason I also believe this to be important as an employability skill is the fact that in my role I have multiple projects on going at any time and need to make sure I don't spend too much time on one and not a enough on another. For me personally this is a skill I could do with improving on in the future.

The final set of soft skills that I believe to be important is being able to work with computer applications like Word, Excel and databases. As these are software tools used in both academic level for assignment along with working on different projects in work.

### 3.2 Self Evaluation

For this section I carried out three different types of self-evaluations, the first of which was with Enterprise Catalyst and the Myers Briggs Indicator.

#### Enterprise Catalyst Report

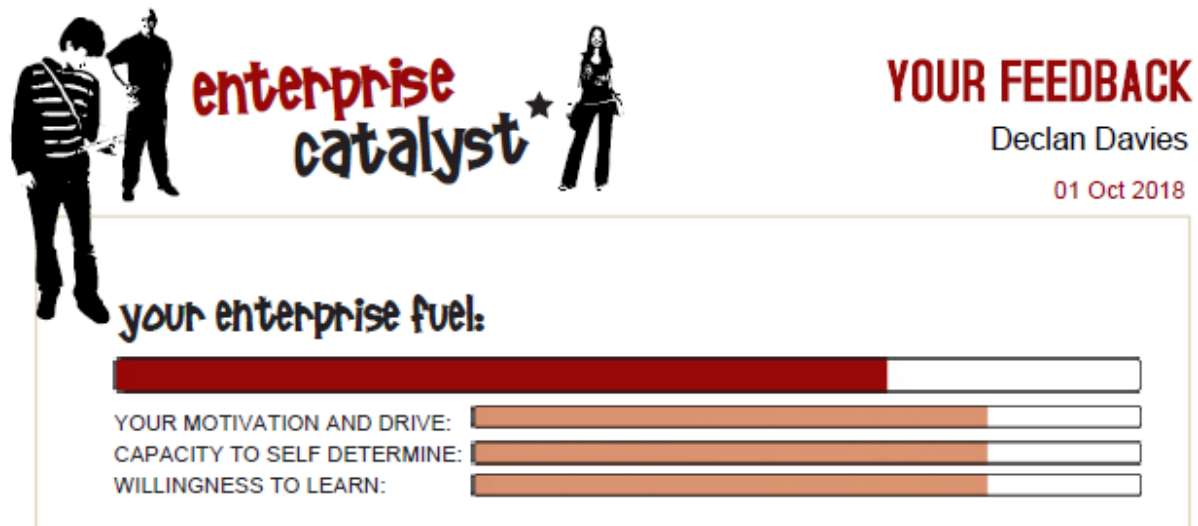


Figure 7 - Enterprise Catalyst

In figure 7 it shows a short screenshot from the Enterprise Catalyst report and the full report can be seen in the appendix. This report tells me that I have a good level of motivation, self-belief and a willingness to learn and change. According to the report this is a good thing as they are some of the key qualities that are important for success in all walks of life and will be important attributes to have when it comes to my studies.

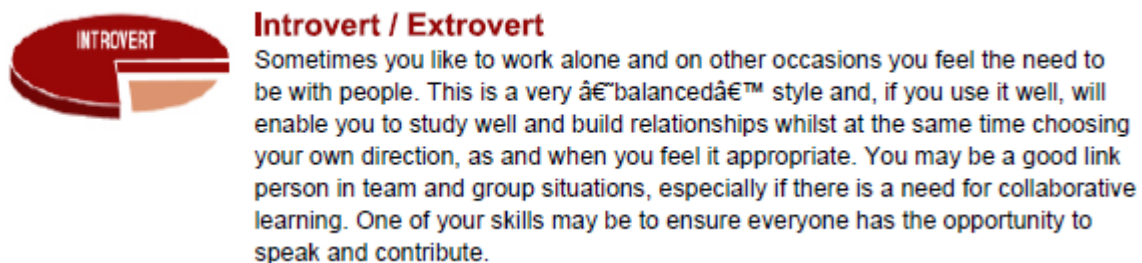


Figure 8 - Introvert/Extrovert

In figure 8 it shows a pie chart indicating if I am more of an introvert or an extrovert, which in this case indicates I am more of an introvert than an extrovert. This is something I'm not sure whether I agree or disagree, but if I had to say one way or the other I would say I agree due to the fact that when I'm around people I don't know I tend to keep myself to myself at first but am more than happy to get to know new people, which the report suggests to be a strength or good balance. Overall after reading what was said in this particular section I tend to agree with what it reported here.



### Starter / Finisher

Although you have a preference to get involved in new courses, projects and tasks, you do recognise the need to complete things and deliver what has been asked for. Well done – this is critical when you are learning and training. Sometimes you may get bored and look for something new that is “more interesting” to get involved in. There are many people like you who like to move onto new projects, tasks and even friends - just make sure you focus attention upon finishing things you start.

Figure 9 - Starter/Finisher

In figure 9 it shows the pie chart indicating whether I am more of a starter than a finisher and initially when I saw this part of the report I didn't know what to make of it but after reading this I tend to agree. The reason I agree with this is because it says I “*have a preference to get involved in new courses, projects and tasks*”, which is something I've found myself trying to do a lot in work as I enjoy doing different things and tend to struggle when having to perform the same task over and over again. Another thing I agree with from this section of the report is that I “*may get bored and look for something new that is more interesting*” along with suggesting I should make sure to “*focus attention upon finishing things you start*”. The reason I agree with both these quotes is I find it very difficult if I spend too much time on one task as I struggle to maintain an interest, whereas when I go away do something new and come back to it I find it significantly easier and I agree with the suggestion that I need to focus on finishing things that I start more.



### Explorer / Focused

Although you can focus upon getting the job done, you prefer variety - you may like to jump from one task to another. This is a good source of creative thinking and you will see solutions and opportunities that other people may not. You would benefit by developing this ability even further and look for challenges that require your ability to think “outside the box”. Whilst you recognise the need to be organised, you may need to put a little more effort into ensuring you do what is asked for.

Figure 10 - Explorer / Focused

In figure 10 it shows the pie chart for whether I am an explorer or focused and this suggests that I am more of an explorer than focused and again initially had no idea what this meant, but after reading this I agree with the first point made that says “*you prefer variety*”. That ties in with the previous section indicating I'm more than a starter than a finisher and enjoy trying new things and while I agree with the fact that I'm a good out of the box thinker the next statement I agree with that I think ties in well with my presentation is “*you recognise the need to be organised*” that is something that I listed as a personal weakness in figure 5 with project management.



### Opportunistic / Risk Avoider

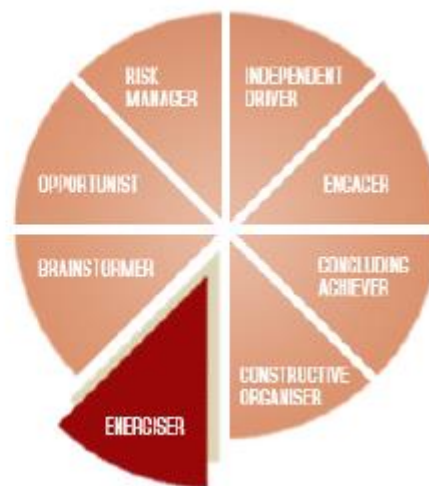
Balanced is a useful word to describe your approach here. On occasion, opportunistic people have a tendency to chase new opportunities even when there is no apparent point in doing so. Be aware of doing this and distracting yourself from your studies. You may place yourself under unnecessary pressure. Success at college is a matter of balancing your desire to do different things whilst at the same time doing what the college and your course requires. You seem to be aware of these two challenges and able to address it well.

Figure 11 - Opportunistic / Risk Avoider

In figure 11 it shows the pie chart for weather I am an opportunistic or risk avoider as a person and this suggests I am a risk avoider, which I disagree with in initially reading this. The more than I look at this though this statement *“opportunistic people have a tendency to chase new opportunities even when there is no apparent point in doing so. Be aware of doing this and distracting from your studies.”* Indicates to me that I am more of an opportunistic person than a risk avoider. This statement *“you seem to be aware of these two challenges and able to address it well.”* Indicates that the report believes I manage liking to try new opportunities with carrying out my studies, so I believe the initial statement risk avoider was misleading as it suggests I have a good balance between the two. This is something that I believe I can improve on in the future.

**your teamrole is:**

**Energiser**



**Energiser**

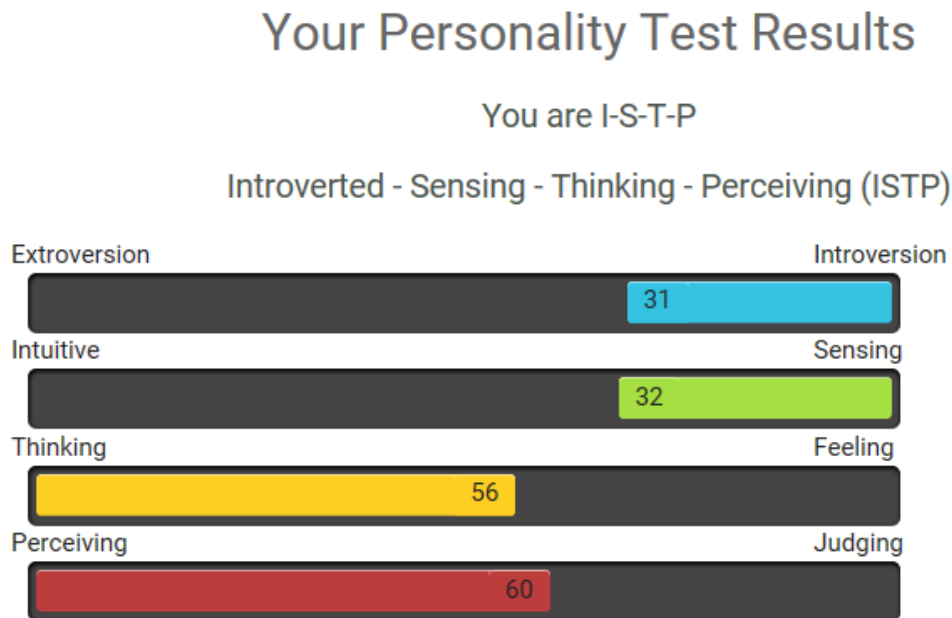
Figure 12 - Team Role

In figure 12 it shows the team role that it believes I perform when working as part of a team, which in this case is an energiser. After reading what this means I tend to agree especially with the following statement *“They might get involved in so many new projects that they don’t see any of them through as well as they could. Finishing is a key for them.”* And the reason I agree with this is in work I tend to find myself trying to get involved in numerous projects that I know I can be of help but realise at times can stretch myself to thin and not have the time to complete them all. I believe the reason I do this is because I don’t like to miss out on anything and enjoy contributing to different projects.

Overall I really agreed with the report from enterprise catalyst especially when it came to the fact that it identified throughout that I like to try new things and can often take on too much at one time putting unnecessary pressure on myself.

## The Myers Briggs Indicator

After going through the report that I had from doing the personality test with enterprise catalyst, I thought it would be best to do further research into another type of method that was the Myers Briggs Indicator. I done this test on the website Psych central.



## ISTP - The Mechanic

Quiet and reserved, interested in how and why things work. Excellent skills with mechanical things. Risk-takers who they live for the moment. Usually interested in and talented at extreme sports. Uncomplicated in their desires. Loyal to their peers and to their internal value systems, but not overly concerned with respecting laws and rules if they get in the way of getting something done. Detached and analytical, they excel at finding solutions to practical problems.

Figure 13 - Myer Briggs Indicator Test Results

In figure 13 it shows the results from the Myer Briggs indicator personality test and this tells me that I am an I-S-T-P, which means an introverted, sensing, thinking and perceiving. My initial thoughts for this was that the introverted part matched up with the enterprise catalyst report, which I do agree with. This report is also something that I believe to be surprisingly accurate and the first part I believe to be particularly accurate is *"Loyal to their peers and to their internal value system"*. The reason I believe this to be correct is due to the fact that I have played for the same football team with same group of friends since I was about 10 years old. The second I believe to be partially accurate is *"usually interested in and talented at extreme sports."* And the reason I say partially is due to the fact it says extreme sports, which is something I am not massively interested in but if this was extended to sports in general as can be seen from my presentation in figure 4 the majority of my hobbies are sports.

## DISC Assessment

After carrying out the Myer Briggs Indicator that seemed to report similar themes to the catalyst report I decided I should try a different type of personality test again to see if that also reports the same theme again.

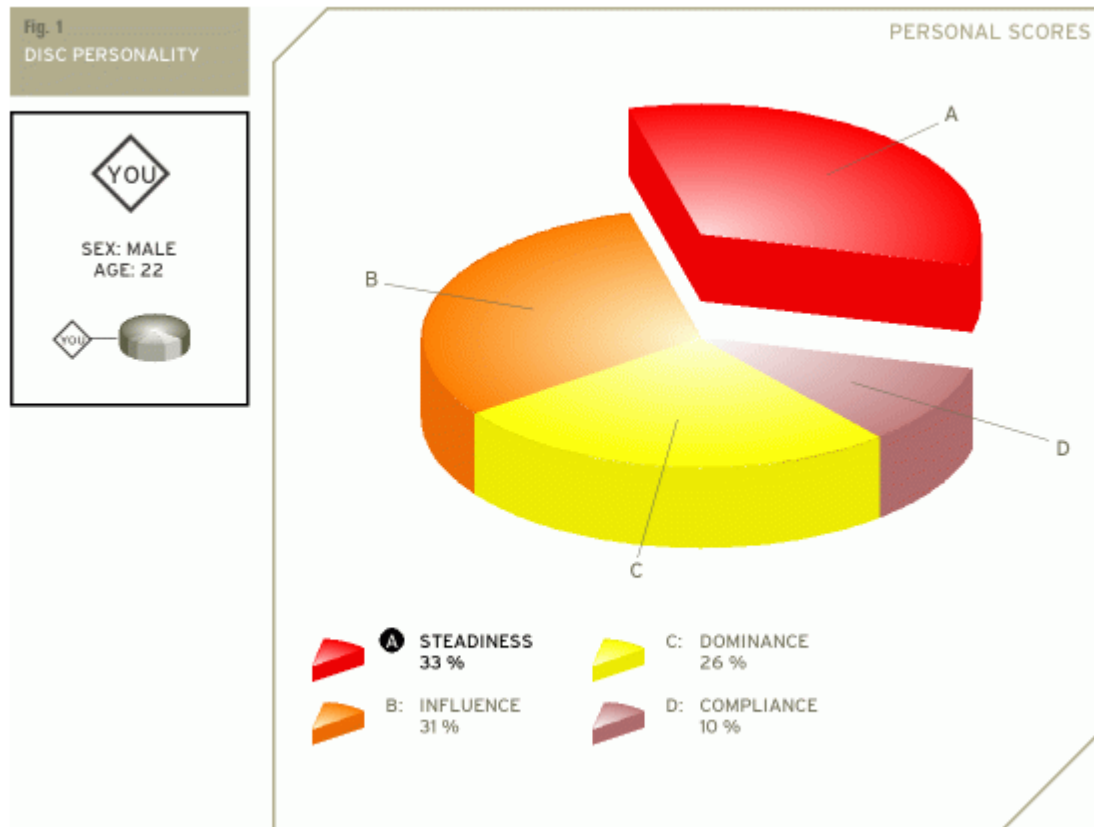


Figure 14 - Disc Personality Report

In figure 14 it shows the pie chart report from the Disc Assessment that I carried out and just an initial look at this tells us that I have a steady personality but when you look at it overall I seem to be a balance between steadiness, dominance and influence that all seem to be around 30%.

## Your DISC personality type

Your unique sequence of scores characterizes you in a specific way. The positive impact you are likely to make on people is:

*You enjoy interacting with and helping people. You are open to new ideas and procedures. Although you are calm and controlled you still project enthusiasm and optimism. Your natural supportive, listening and empathetic behavior makes you a good coach. Someone people turn to when they need help or advice.*

Share  
quote

Figure 15 - Personality Type

In figure 15 it shows the personality type that it believes I have and the first part of this small report that I agree with is *"You are open to new ideas and procedures"* and this statement seems to be a common theme throughout with all the personality tests and as I have previously stated is probably true due to the fact I enjoy taking on new projects at work along with trying new things. The second statement I agree with is *"Your natural supportive, listening and empathetic behaviour makes you a good coach"* and the reason that I believe this is to only be partly true is due to fact that I coach an under 9s football team with a friend from the village but sometimes I do struggle as it requires me meeting new people that is not always a big strength of mine.

## 4. Action Plans

In this section I will look to outline both the short term and long term goals in both my work life and personal life. For my short term plans or goals it will outline the objectives that I would like to meet within the next 1-2 years :-

- Achieve a First In HNC Applied Computing
- Earn enough money to save for a house
- Keep fit and healthy so can continue to play football
- Would like to watch NFL game in US

For my long term plans or goals it will outline the objectives that I would like to meet within the next 3 to 5 years :-

- Have a job that I thoroughly enjoy and financially allows me to do things I want
- Have enough money to put deposit down on a house
- Go to NFL game in US
- Keep fit and healthy for the future

With the aims above in mind it meant that I needed to create the following action plan in order to achieve these aims in the future :-

| Category  | Goals                                                                    |
|-----------|--------------------------------------------------------------------------|
| Education | I want to gain a first class honours in applied computing                |
| Financial | I want a job that allows me to earn around 30 thousand a year            |
| Personal  | I want to be able to take trips to US for NFL Game and to Hawaii one day |
| Health    | Keep active by continuing playing football and eating healthy            |

Now looking at each section individually I will look at what I need to change in order to achieve this goal along with where I currently am in terms of being able to achieve these goals. The first one I will look at is my educational goals :-

|                            |                                                                                                                                             |
|----------------------------|---------------------------------------------------------------------------------------------------------------------------------------------|
| Objective                  | I want to gain a first class honours in applied computing                                                                                   |
| Where I'm At Now?          | I have only recently started my HNC in applied computing and have only done one assignment and one exam but am confident about both.        |
| What I Need To Change?     | Improve time keeping and attendance in order to achieve the grade that I want to.                                                           |
| Action needed to be taken? | Turn up on time and put maximum effort in for each class along with spending 1 hour a day looking over notes from previous week in college. |

The next section that I will look at is my financial aims going forward:-

|                            |                                                                                                                       |
|----------------------------|-----------------------------------------------------------------------------------------------------------------------|
| Objective                  | I want a job that allows me to earn around 30 thousand a year                                                         |
| Where I'm At Now?          | Currently am a CAE technician but have qualifications to be Engineer due to HNC in electrical engineering             |
| What I Need To Change?     | Nothing I just need to keep working hard and achieving goals set out for me by manager.                               |
| Action needed to be taken? | Keep developing and finishing applications for different departments in the company along with completing my studies. |

The next section that I will look at is my personal aims:-

|                            |                                                                                                                                       |
|----------------------------|---------------------------------------------------------------------------------------------------------------------------------------|
| Objective                  | I want to be able to take trips to US for NFL Game and to Hawaii one day                                                              |
| Where I'm At Now?          | A holiday to US to watch NFL game will cost around 3000, which at the moment is not something I could afford while paying my car off. |
| What I Need To Change?     | Pay money owed on car off by April and then start saving in order to go in couple years.                                              |
| Action needed to be taken? | Pay off money owed on car in next 3 months and then commit to putting 300 a month into saving for foreseeable future.                 |

The next section that I will look at is my health :-

|                            |                                                                                                                       |
|----------------------------|-----------------------------------------------------------------------------------------------------------------------|
| Objective                  | Keep fit and healthy for the future                                                                                   |
| Where I'm At Now?          | Currently play football three times a week                                                                            |
| What I Need To Change?     | Need to start attending gym more regularly                                                                            |
| Action needed to be taken? | Start committing to going to the Gym about three times a week and follow a specific regime to improve cardio fitness. |

## 5. Study Skills Techniques

An example of where I have used critical thinking is when it comes to my NVQ where I had to look at engineering problems that I may encounter during a project and this can be seen below:-

This project helps to solve multiple engineering problems that the ADO department has to face the first problem that it is looking to solve is the time it takes to carry out checks of our data against the customer as it can take up to three days to carry out a comparison on a big drawing according to Lee Davies who I discussed this with. This problem was easily fixable as a computer program could do the same kind of comparison in about a minute or less but in order to do this it requires gathering all the appropriate sources which in this case meant researching examples of programs that do similar job to find the most efficient way of coding it.

The main engineering problem that this tool fixes is when a human error missing a difference between the customer data and our data it could result in a problem during the manufacturing of the wiring harness or the assembly of the customers car. The problems could range from something as little as the electric windows on the car don't work to a problem as big as the car won't start. Either of these problems can cost the company a lot of money, so while I was designing the program I made sure to keep all the relevant people informed on the progress along with showing them how it works and explaining what was left in the project.

The biggest issue that we encountered during the design of the program was that the derivatives used by the customer and Sumitomo were the same but except our data also included the UDI number which meant when running the program it wouldn't pick up the matching derivatives from each. The reason for this is they don't mate as the UDI number adds another 4 or 5 digits to the end of the derivative. In order to solve this issue the first thing I had to do was identify the root cause of the problem I encountered which was the additional UDI number in this case. After identifying the root cause I then had to evaluate all possible solutions to this problem, the first which included getting the engineers to delete the UDI number for each derivative before carrying out each comparison but after discussing with the relevant personnel I realised this risks human error which meant it had to be fixed within the program but when I was considering the possible solutions I had to take into account the impact it could have on the customer in terms of the risk of error, the functionality of the system which would result in more work for the engineer and staffing implications. After deciding on what I thought was the best final solution I had to communicate this to all of the relevant people and the way I went about doing this was by sending out an email to agree to have a meeting to discuss.

The screenshot shows an Outlook 'New Meeting Request' window. The 'To' field contains 'Andersen, Luke (YST); Pope, David (YST); Davies, Lee (YST)'. The 'Subject' field is empty. The 'Location' field has a dropdown menu and a 'Rooms...' button. The 'Start time' is set to 'Wed 14/02/2018' at '09:00', and the 'End time' is 'Wed 14/02/2018' at '11:00'. There is an 'All day event' checkbox which is unchecked. The email body text is: 'Hi, I'm looking to arrange this meeting to discuss the best solution for the problem that we encountered with the difference in derivatives between the customer data and our data. Kind Regards, Declan'.

In order to solve this problem programmatically I needed to obtain information from multiple sources like from looking at other problems people have faced on the web page code project along with also discussing the problem with my colleague Dave Pope as he is also a programmer and has a lot of experience in this area. I also gathered further information from the company procedures for the CAE intranet pages and after gaining this information during the programming I had to test the code to make sure it works as expected without any unintended consequences. During the

implementation of the project I needed to make sure that the project complied with the originations guidelines and code of practice along with the customer standards and requirements by not disclosing any confidential information and the health and safety requirements by taking regular breaks from computer while programming. The reason that it's important that I follow the company's standards is to make sure the project is implemented correctly, which in this case meant I needed to carry out regular meeting to make sure the project was on target.

During the implementation of this project it required me to think of a short term solution for the intranet interface as the ADO manager wanted the results displayed in a specific way which at first was quite possible as he wanted the derivative number header columns to be aligned vertically and blue so for the short term we agreed to have the columns in blue while I work towards achieving having the columns aligned vertically in the long term.

Following agreeing to the short term solution to a problem I then encountered a critical problem when testing the project on the server the problem that I encountered was to do with the uploading of an excel document. The reason this worked locally and would not work on the server is due to the fact that the IIS server application pool for this does not have 32 bit applications enabled. In order to have this enabled I needed to get authentication from my supervisor Dave Pope to change the IIS settings. After gaining the authentication to enable 32 bit applications I then needed to gain authentication for documentation to make sure I could carry out this task properly. This will require using IIS software.

The reason that this demonstrates good critical thinking is due to the fact that when developing applications you have to look at what problems could arise along with what dull mistakes the user could make as they may be inexperienced in using these types of applications and it entails carrying out meeting to discuss potential problems with people that means you need to manage your time effectively.

## 6. Conclusions & Evaluations

In this report I definitely learnt a lot about myself especially from the personality tests that I took especially the enterprise catalyst report, which pointed out areas that I should focus on and the one that stood out to me was saying that since I enjoy starting many new projects I need to focus on finishing these projects and not putting myself under unnecessary pressure.

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# Declans Portfolio

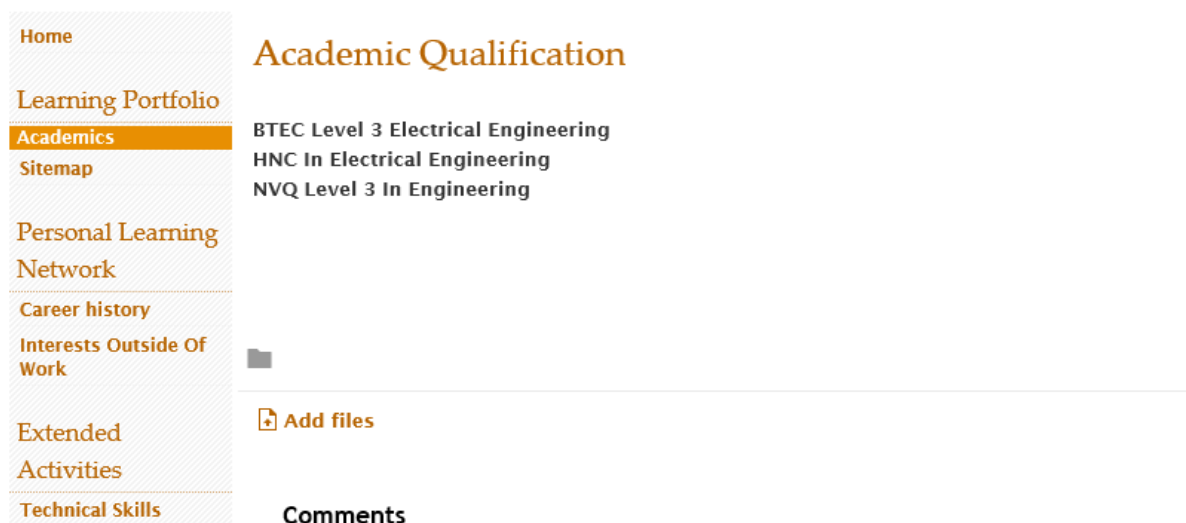


Figure 16 - Declan's Portfolio

In figure 16 it shows the e-portfolio that I have set up and this can be seen at <https://sites.google.com/a/colegsirgar.ac.uk/declans-portfolio/> I have not included loads of personal information as I do not like to share much that is available to the public, which is why I don't have any social media accounts.

## 7. References

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## 8. Appendix



# YOUR FEEDBACK

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01 Oct 2018

### your enterprise fuel:

YOUR MOTIVATION AND DRIVE:

CAPACITY TO SELF DETERMINE:

WILLINGNESS TO LEARN:

You have a very solid foundation of motivation, self-belief and a willingness to learn and change. These are the core qualities that underpin success in every walk of life and will really help you with your studies. What do you do to ensure you maintain this level of “enterprise fuel”™ and direct it towards the things that are really important to you? Do you have priorities that you focus upon? Are you spending enough time studying and doing course work?

#### Motivation and Drive

Success and achievement is important to you. You are putting effort into achieving in the future. Recognition for studying and learning is probably important to you and when you don’t get on, or don’t get the reward you want - you may get frustrated. This is OK as frustration is a sign that you want to do more. Use it, but don’t allow it to get in the way of enjoying yourself. Motivation is like hunger – it drives us to do something. Use it to deal with set-backs and challenges as they invariably happen.

#### Capacity to Self Determine

You have a fairly strong belief that you can make things happen and it is great you take responsibility to do this. This will help you to learn and succeed and create the type of lifestyle you want. You don’t rely upon luck to bring you what you want in life. It’s as much about effort as intelligence. This is a great quality and you should use it as much as you can to build the foundations of your future. Use this quality to help you achieve success in education and/or training.

#### Willingness to Learn

You view yourself as someone who is able to adapt to change and willing to take on board new ways of doing things. You are probably a good learner. This is a great strength, as we are no longer able to live and work the way we did in the past, and things continue to change rapidly. You are preparing yourself for a world that is changing and at times is quite unpredictable. One of your challenges may be to apply the new knowledge and skills you develop so they really work for you!

Declan Davies : Page 01  
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