**Action Plan Template**

**Where do I want to be by the end of this period/year?** I’d like to be skilled at software engineering (i.e., not programming, but managing software throughout its lifespan, delivering value incrementally, prioritising work correctly, making decisions on software architecture that benefits the business)

**What do I want to be doing?** I would like to have a continuous flow of new information so that I can sharpen my decision-making skills. This implies constant research and learning

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| What do I want/need to learn?Provide a specific description of the desired changes (e.g. skills to gain, knowledge to acquire, topics/themes/content to cover) | What do I have to do to achieve this?Some examples, a new/ongoing course, conference, self-development (like wider research or reading), coaching/mentoring, job shadowing | What resources or support will I need?Some examples, teaching staff support, library support, student advisor support, line manager, etc. | How will I measure success?Some examples, appraisals, course assessments, team feedback, tutor feedback | Target dates for review and completionNote that these need to be realistic/achievable |
| Software engineering  | **Read books and case studies, reflect on my work experiences, and try different approaches to problems at work** | Ideally mentorship, but more likely books, case studies, recorded conferences, and engineering blogs. | Success can be measured by seeing how long it takes for me to complete tasks of similar complexity (measured in story points)  | Review April 2023, achieve completion by August 2023 (adding more time because the dissertation will consume learning time) |
| Leadership/teamwork | Find opportunities to lead software projects. I’ll also need to read books and case studies to build an awareness of challenges that could be faced while leading a project. | Assistance from my line manager- I’ll need opportunities to try leading projects.  | If I’m able to lead a project to completion, within the expectations of stakeholders, I’ll consider that as proof that I can lead projects correctly. | This may take some time as I need an opportunity to lead projects (I also might not do well on my first attempts). I’ll review my progress in June 2023, and complete this in December 2023. |
| Industrial knowledge(i.e., building an awareness of how new technologies can solve existing problems better than current/existing solutions) | **Find more targeted sources of information (I read newsletters and books, but they’re not always relevant to the challenges I face at work)**  | **Resources that are focused on software engineering in e-commerce (the field I currently work in). Blogs could be ideal, talks and articles might age quicker. Networking could also help.** | **If my seniors at work view my input on specific technologies/challenges as useful and constructive, I’ll consider this a success.** | **This is mostly reading and finding dependable, relevant resources so it could be quick. I’ll review progress at the end of the year, and complete this by March 2023.** |