

# Improving Myself

I. Choose the goal that best describes you.

- I set goals for myself and the things I want to improve, and I try to reach all or some of my goals.
- I set goals for myself and the things I want to improve, and generally do reach my goals
- I never set goals to improve myself
- I rarely set goals to improve myself
- I set goals, but rarely follow-up on them
- I set goals, but don't usually achieve them

How you decide to set and reach goals is mostly up to you. Big goals are fine and sometimes we complete them. But we also can continue to grow and learn and keep moving forward in small steps. Take a look at the list on the next page.



## Starting My Career Plan Activity

Starting your Career Plan is a step by step process. You will not have all of the answers, but if you don't start you will be less likely to reach your career goals.

- As you complete this Activity, the column titled "Starting My Career Plan" describes you today.
- As you become more self aware and gain more experiences you will add new skills and abilities.
- Add these items to the "Update My Career Plan" column.
- Use the "Date(s) Reviewed and Updated" field every time you add or change information on that screen.



# Action Steps Progress Chart Activity

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Complete the following Action Steps Chart for your strengths and weaknesses.

	Action Steps	C=complete SW=Still Working ND=Nothing Done NAS=New Action Step	What I Have Done	What I Still Need to Do	Time-Frame
Strengths	1.	<input type="checkbox"/> C <input type="checkbox"/> ND <input type="checkbox"/> SW <input type="checkbox"/> NAS			
	2.	<input type="checkbox"/> C <input type="checkbox"/> ND <input type="checkbox"/> SW <input type="checkbox"/> NAS			
	3.	<input type="checkbox"/> C <input type="checkbox"/> ND <input type="checkbox"/> SW <input type="checkbox"/> NAS			
Weaknesses	1.	<input type="checkbox"/> C <input type="checkbox"/> ND <input type="checkbox"/> SW <input type="checkbox"/> NAS			
	2.	<input type="checkbox"/> C <input type="checkbox"/> ND <input type="checkbox"/> SW <input type="checkbox"/> NAS			
	3.	<input type="checkbox"/> C <input type="checkbox"/> ND <input type="checkbox"/> SW <input type="checkbox"/> NAS			

