

Action Plan

In order to complete my Bachelors of Integrated Studies degree, I still need to complete the courses; Portfolio 399, Psychology 110, and Assessing Adult Education 408. Upon completion of those courses I will meet the requirements for the Integrated Study programs core competencies. There are in total 6 core competencies, and I have only two remaining till I meet the requirements. Additionally, I will need 29 more credits to meet the general graduation requirements. I have made a plan to take three classes every semester in order to graduate by Fall 2020. I decided to take only three classes every Fall/Winter/Summer semester, because I still want to work part time, to pay for tuition. Moreover, I am taking Adult Education classes, because alongside my degree I am hoping to receive the Workplace Education Associate certificate. I am hoping to go in Human Resources, or Marketing, but HR is my main focus; therefore, adult education will provide relevant skill sets for HR. Human Resource officers and managers often facilitate classes and workshops in their workplaces; which is where adult education comes in. By taking more Adult Education classes I will be able to gain the skill set I need to be an effective teacher. Prior to taking any Adult Education classes I have no knowledge about teaching, or on how to effectively teach adults. I will obtain new knowledge, skills, and tips about teaching adults, which I can aid me in my HR career or even Marketing career. Specific skills I'm hoping to learn or work on are; communicating with learners, conflict resolution, and organizational skills. Some other general skills I am hoping to develop and work on in the new courses I take are; time management skills, and multitasking skills. In this new semester I will be much more busy with work and school, and need to manage my time better; therefore multitask more.

I will be engaging in numerous out of class activities; first being continuing freelancing as a makeup artist. Although I do earn money from makeup artistry, I don't consider it a job. I'm very passionate about it and it lets me interact with different people, alongside teaching me time management skills. I am always on a very strict schedule and sometimes I need to do makeup back to back on clients; therefore, I have to multitask and be efficient. Furthermore, I will be still be running my three social media accounts; my personal blog, family owned salon page, and my makeup page. My social media accounts give me a opportunity to communicate with a diverse group of people, and provides me opportunities to market my services. Some people might think social media is a waste of time or unproductive, however all my accounts are business accounts; they are basically a full time job. Lastly, I will be considering enrolling in a co-op program, in order to get experience in HR or any closely related field.

In order to build and maintain my portfolio I will regularly check back on my action plan, in order to hold myself accountable. I am a procrastinator, therefore I need to follow a set plan with practical deadlines. Moreover, I will be meeting my academic advisor which will further assist me in building on my portfolio. Lastly, I will stay up to term and date with the activities and courses I need to built my skill sets, and invite new opportunities with open arms.