**LO1. Be able to take responsibility for own personal and professional development**

* 1. Reflect on own current skills and competencies against professional standards and organisational objectives

professional standards

According to NOS, Software Development Level 3 Role has many standards for the employees that can join the organization with high efficiency . Compare with my personal skills-knowledge one by one and figured out what are missing:

High

Personel Skill - Knowledge

K10

K2

K12

K22

K6

S7

S6

S4

K13

S3

K16

K14

Low

High

Professional Skill - Knowledge

List of most important skills – knowledge that I am missing or need to improve:

K16: Document software development and testing activities accurately and clearly to allow further development, amendments and updates to be made to solutions

K14: Identify appropriate programming constructs to produce effective software

K13: Use and apply the systems development lifecycle as appropriate to software development activities.

S3: Correctly use software development procedures, tools and techniques, as directed by superiors.

S7: Document own software development activities.

S6: Use appropriate programming constructs to produce effective software.

K6: The importance of accurately translating design deliverables in software development work.

K2: What is meant by software development and the stages of activity that constitute it.

K10: The fact that new software may need to be developed or existing software enhanced or adapted to take account of changing business needs.

K12: The importance of documenting software development and testing activities in a clear and understandable manner that will allow further development, amendments and updates to be made to solutions.

K22: Data types that can be used and how they can be represented and manipulated.

S4: Functionally test that given designs have been met.

Based on Profile analysis above,I still have a lot of skills that are missing or needed to be improve as soon as possible to meet the gap analysis

organisational objectives

High

O3

Organizational objectives

O4

O5

O8

O6

O1

O2

O7

Low

High

Professional Skill - Knowledge

**List of priority skills needed to get into the current organization’s requirements.**

O3: Having experience/Knowledge in mobile applications.

O1: Strong experience programming in JavaScript, CSS3 and HTML5

O4: Problem solving focused on Agile / Software Quality

O5: JavaScript and related frameworks or libraries (jQuery, node.js, angular and any others.).

O2: A basic understanding of servers and databases

O6: Good team working and communication skills.

O7: Ability to learn new technology.

O8: Ability to read and understanding English.

* 1. Evaluate own development needs and the activities required to meet them

Based on 1.1 Gap Analysis, I have some missing skills. I have built a strategy to fullfill those as soon as possible.

|  |  |  |  |
| --- | --- | --- | --- |
| **No** | **Gap** | **Objective** | **Actions** |
| 1 | K16 | Document software development and testing activities accurately and clearly to allow further development, amendments and updates to be made to solutions | Learning through internet and colleague |
| 2 | K14 | Identify appropriate programming constructs to produce effective software | After learning programming constructs, I will learn how to use it correctly through practice and working. |
| 3 | K13 | Use and apply the systems development lifecycle as appropriate to software development activities. | Learning through internet, ebook |
| 4 | S3 | Correctly use software development procedures, tools and techniques, as directed by superiors. | Learning through internet course, read docs of development tool |
| 5 | S7 | Document own software development activities. | Learning through internet and colleague |
| 6 | S6 | Use appropriate programming constructs to produce effective software. | Learning through internet |
| 7 | K6 | The importance of accurately translating design deliverables in software development work | Learning through internet and colleague |
| 8 | O3 | Having experience/Knowledge in mobile applications. | Learning through online course, reading blog, and colleague |
| 9 | O1 | Strong experience programming in JavaScript, CSS3 and HTML5 | Learning through online course |
| 10 | O4 | Problem solving focused on Agile / Software Quality | Learning through online course, and colleague |
| 11 | O5 | JavaScript and related frameworks or libraries (jQuery, node.js, angular and any others.). | Learning through online course |
| 12 | O2 | A basic understanding of servers and databases | Learning through online course and colleague |

1.3 Devise a personal and professional development plan based on identified needs

Based on identified needs in 1.2, I’ve already built a personal and professional development plan as show under:

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| **Gap** | **Actions** | **Resources** | **Target date** | **Estimate cost** |
| K16 | Learning through internet and colleague | Only me | Dec 1st 2016 – Dec 30th 2016 | 0$ |
| K14 | After learning programming constructs, I will learn how to use it correctly through practice and working. | Me and my colleague | Jan 5th 2016 – Jan 30th 2016 | 50$ |
| K13 | Learning through internet, ebook | Only me | Feb 1st 2017 – Feb 28th 2017 | 50$ |
| S3 | Learning through internet course, read docs of development tool | Me and my colleague | March 5th 2017 – March 30th 2017 | 100$ |
| S7 | Learning through internet and colleague | Me and my colleague | April 1st 2017 – April 30th 2017 | 30$ |
| S6 | Learning through internet | Only me | May 5th 2017 – May 30th 2017 | 0$ |
| K6 | Learning through internet and colleague | Me and my colleague | June 1st 2017 – June 30th 2017 | 40$ |
| O3 | Learning through online course, reading blog, and colleague | Me and my colleague | July 5th 2017 – July 30th 2017 | 80$ |
| O1 | Learning through online course | Only me | Aug 1st 2017 – Aug 30th 2017 | 60$ |
| O4 | Learning through online course, and colleague | Me and my colleague | Sep 5th 2017 – Sep 30th 2017 | 70$ |
| O5 | Learning through online course | My and my teacher | Oct 4th 2017 – Oct 30th 2017 | 120$ |
| O2 | Learning through online course and colleague | Me and my colleague | Nov 5th 2017 – Nov 30th 2017 | 60$ |

* 1. Reflect on own development against original aims and objectives set in the personal and professional development plan

|  |  |
| --- | --- |
| **My development plan** | **Organization’s development plan** |
| * Having experience/Knowledge in mobile applications after July 2017 * Strong experience programming in JavaScript, CSS3 and HTML5 after Aug 2017 * Problem solving focused on Agile - Software Quality after Sep 2017 * JavaScript and related frameworks or libraries (jQuery, node.js, angular and any others.) after Oct 2017 | * Focus on mobile application in the next two years. * Focus on Java web application and .NET web application. * Using front – end framework such as AngularJS, NodeJS. * Widen their market to abroad such as Japanese, US. * More than 50% employee can communicate in English (IELTS over 5.5 or higher) and 40% employee can reading, speaking Japanese(N3 certificate or higher) next year. |

Based on above, I can see that after nearly a year all my goals will be completed on schedule and they are well fit with the organization’s development plan. But I feel wrong in one place at foreign language, I don’t have any plan in learning Japanese, so if I can change this plan I will set time to learn Japanese as soos as possible. Then my plan will be more effective