

### Introduction

importance and value of performing self-assessments of your interpersonal behaviors and characteristics, management and leadership style as well as identifying your professional operational and technical skills. Without question a realistic and self-aware approach to these is of tremendous value in everything from resume and personal brand development to interviews and successful onboarding in a new role.

Credit:

<https://www.securitymagazine.com/articles/88436-personal-introspection-and-career-planning>

### Professional Objectives

■ What kind of role would be the ideal job at this point in your career? Job titles can be helpful; however, due to the wide range used in the security profession, it is better to focus on describing and rank-ordering the work and any related activities that really interest you.

■ What are five specific objectives you want to see in a possible job?

■ What are your long-term career objectives? This will depend on what point you are currently at in your career and should target clearly listed goals for five, 10 and 15 years out.

■ What adverse factors or possible barriers are there to attaining these objectives? Be honest and list anything you feel would get in the way of your career. Is there anything you can do to correct or overcome these issues?

### Personal Values

Consider and rank or prioritize those areas that are important in your career choices:

■ **Life Style:** Unifying areas such as career, family, hobbies and personal interests.

■ **Power:** Controlling things around you; impacting the organization.

■ **Independence and Autonomy:** Being able to operate independently with few rules or restrictions.

■ **Leadership and Management:** Leading and managing others and owning the responsibility for the results.

■ **Technical Expertise:** Developing a strong set of skills within a specific area or function.

■ **Service:** Contributing to the beneficial welfare of others through worthwhile causes.

■ **Friendship:** Maintaining important relationship and being liked by others.

■ **Security:\*\*** Having stability and predictability; not having worries regarding your future financially.

■ **Challenge:\*\*** Desire to take on tough problems within your chosen field of endeavor.

■ **Wealth:\*\*** Accumulating larger the average amounts of money beyond what is needed.

### What are learning objectives?

Learning objectives can fall into the following categories:

■ **Knowledge or Skills Acquisition:** Knowledge or skills you hope to acquire during the internship such as learning to use appropriate procedures, equipment, or methods.

■ **Personal/Professional:** Skills you hope to apply or cultivate such as self-confidence, interpersonal skills, working effectively with others, professional meeting/email/telephone etiquette, networking, written communication, relationships with supervisors, time management, organization, decision making, etc.

■ **Career Knowledge:** Gaining new information regarding the company, the industry, or job duties.

■ **Other:** Depending on the internship, there may be additional categories of learning objectives. Consider your field of choice and the critical knowledge/skills you would like to obtain.

### Steps to writing learning objectives

For each objective, answer the following three questions:

■ What do you want to accomplish?

■ How are you going to accomplish it? (What steps will you take to accomplish your objective?)

■ What activities will you do?

■ How will you acquire the learning?

■ Under what conditions will the learning occur?)

■ How you will measure your objective?

■ (What evidence will you have to demonstrate that learning has taken place?)

■ What criteria will be used to evaluate your evidence?

■ Who will do the evaluation?)

### Writing SMART Learning Objectives

To be useful, learning objectives should be SMART:

**S**pecific

**M**easurable

**A**ttainable

**R**esults-Focused

**T**ime-Focused

Learning objectives focus your learning on specific areas and can help you maximize your time spent in an internship. Further, discussing your learning goals with your supervisor helps to ensure that you will spend your time productively during the internship and that all parties involved are aware of the learning you are trying to achieve.



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