

## Work/Action Plan

*What courses you have yet to complete in your degree and what skills you are doing to look to develop in these courses.*

I have an ongoing list of courses that I still have to complete to finish my BA. Majority of them are English courses within the 200-300 level. I have about 13 English courses within the 200-300 level to complete, along with about 3 upper level (300+) history courses to complete my minor. However, I also must take a Math 105 courses for elementary school teachers in order to fulfill my degree and to qualify for the BEd program. On top of that, to fulfill my portfolio requirements, I will go on to complete PORT 399. Furthermore, to qualify for the teaching program I must complete Education 200 and 300. Which will help prepare me not only for the teaching program but also for my eventual career as a teacher

Within the English courses I must complete I hope to further my written communication skills along with my creative and critical thinking skills. Within the history courses I am looking to develop my critical thinking skills, which include analyzing and discussing. The math 105 course will help prepare me to teach mathematics to students, and the portfolio course will further polish my digital portfolio for future employers. The education courses will help me develop my knowledge in the psychology of education and the practices I must know. Thus, I hope to develop my understanding of interpersonal relations with students and the ways in which I can best communicate with them.

*What out of class activities will you add to your career development plan and what skills you will be developing.*

I hope to shadow a teacher, or teachers in the future and help around classrooms in order to gain on the job experience for my future career in teaching. This will help me develop my ability to communicate effectively along with listen. It will also develop my collaboration skills with the teacher and possibly the students and work on my ability to be patient.

I also plan on continuing to volunteer at my church within a small group leader role. It may change as I am open to going where I am needed, but I do hope to further my communication, leadership, and interpersonal skills with this volunteer position.

*How you will maintain and continue to build your portfolio.*

As I continue to work my way through my undergraduate degree, I will adapt my portfolio to show my progress and change over time. I plan on keeping it updated with my improvement in various skill areas as well as continue to update my resume when necessary. I may also update this work/action plan as I continue to take courses and complete the necessary credits for my degree.