

## **Final Assignment: Planning Your Future in Advanced Technology**

### **A. On Your Own—Personal Mission Statement Worksheet**

#### **1: Examine your strengths and talents**

List at least seven strengths and talents you possess, in order of their importance to you.  
*Examples: good at solving problems, good at working with my hands, good at math*

#### **2: What are your weaknesses?**

List five characteristics about yourself that you wish to improve. These may be aspects of your personality or your work/study habits that are obvious to you, or they may be things that others have mentioned to you. *Examples: could use better writing skills, get bored easily, not a team player*

#### **3: What are your goals?**

What do I hope to be in life? What do I want to do? Write out your goals in terms of academics, career, and overall self-improvement. *Examples: raise my geometry grade, improve my computer skills, go to college or technical school*

#### **4: What steps will you take to reach these goals?**

For each of your written goals, write down how you will achieve them. This may be made easier by breaking down your goal into smaller ones that will lead to it. *Examples: take a math/computer class outside of school, research career fields, arrange a work experience*

#### **5: When will you complete your goals?**

For each of your written goals, set a timetable for achieving it. Some may be short-term priorities (e.g., within a semester, or a year or two) and others, long-term ambitions (e.g., beyond 2 or 3 years). Be as specific as possible.

**After you have completed this worksheet, you will draft your personal mission statement.**

Use your answers to the questions in the previous steps to develop your personal mission statement. This can be written in paragraph form or as a list of brief statements. Remember that your personal mission statement does not have to be perfect. It is a work in progress that you will review regularly and is subject to change.

*You may use the following statements to help complete your draft:*

- *I, [your name], recognize my strengths and talents as....*
- *I acknowledge my weaknesses to be....*
- *I envision myself becoming....*
- *I will take these steps to reach [this goal]....*
- *I plan to complete [this goal] by....*

## **B. With a Teacher or Advisor**

**1: Share your printed lesson notes and personal mission statement with your teacher or advisor.**

Together with him or her, review the career field that interests you, and refine your academic and career goals according to your interests.

**2: Depending on the field that interests you and the grade you're presently in, plan your academic coursework.**

List the courses that you have already completed that meet your academic and career goals, as well as the courses that you still need in order to meet your goals. Then identify a work experience or job shadow.

**3: Follow through.**

Keep a journal that records your progress towards your stated goals. Meet regularly with your teacher or advisor and review your journal.

## **C. Next steps**

When you've completed these activities, follow up with your advisor on what steps you might take next, such as determining the cost of advanced education and whether credits earned at a community college or technical school will be recognized by a four-year college or university.