

DVP assessment activity 4 template

Reflective blog

Name:

Word count:

- a) Summarise the development objectives you identified in your CPD plan at the start of the programme and reflect on how you have developed in these areas. (3.3)

Being an HR professional, I started by identifying my strengths and weaknesses so as to understand where I lie in my professional career. As per CIPD professional map, areas are very crucial to understand in which band you lie. As the result of my personal assessment depicted that I am very good at areas like organizational development, employee engagement, performance and reward system which motivates me to nurture these areas to achieve a higher level in the CIPD professional map. It is the reason why I have chosen the professional areas of employee relation and employee engagement as a dream role. However, while taking self-assessment; I came across my weaknesses which particularly helped in developing my objectives for the continuous professional development plan. All the way through my career, I give extreme importance to continuous development. Therefore, after taking my assessment of capabilities and learning; I started to devise my objectives of further development.

One of my weaknesses was the lack of understanding of learning and development strategies which leads me to develop the objective of achieving Training and

development skills. By learning training and development skills through online learning, I can enhance my understanding and deliver effective training to other employees at the workplace. As I have undertaken SWOT assessment, it is identified that HR skills such as team building or decisional making skills are very necessary which I also need to be developed thus two of my objectives are developed for team building skills and decisional making skills. Similarly, communication skills and leadership skills are also developed so as to address the need for enhancing employee relation and employee engagement.

b) Reflect on your "learning journey" throughout the period of your programme, using real life examples (programme or work specific) with particular reference to:

1. *Your application of project management techniques. (2.1)*

Having knowledge of appropriate project management techniques and applying them appropriately is I believe one of the crucial element that determines the success of any project. Throughout my career, I have worked on different projects which helped the organization to remain successful in the market. I always start my project by planning it completely so that there will be no delays in the completion of tasks. In this regard, I have applies the project management technique of Critical Path Analysis which helped me completing complex projects where deadlines and delivery terms are very inflexible and important. Earlier, I did not know about these planning techniques once I failed to deliver my project on time. One of my seniors asked me the reason for not completing the project on time and elaborated me this technique of planning which helps me

greatly. Other than planning techniques, there are two of the most common techniques that I applied to my projects interchangeably to manage overall progress and tasks. At first, I only knew one technique that is the Waterfall approach of handling project elements. I use this technique in order to sequentially perform the tasks. In this technique, I have often used Gantt charts. However, by the help of work shadowing, I soon learnt another great technique of project management that is agile technique. I have chosen this technique mostly for software development projects and learnt gradually that these techniques give best results when teams are highly collaborative.

2. Your application of problem solving techniques. (2.2)

When teams work together to achieve on a common goal or deliver a project, there are certain points where issues arise. However, it is the duty of the project manager to handle issues on time so that delay in the project cannot be faced along with maintaining the quality of the project. When I was first handling the projects, problems take time to resolve because I did not know many of the techniques. The only technique I knew was Ishikawa Fish Bone diagram to solve the problem which leads me to stick to the issue causing even delay in the project completion. While attending one of the seminars, I learnt the technique of 5 whys, I applied this technique when a program during the project stop responding and developing team was unable to detect the issue. I have also applied root cause analysis for certain situation such as when my project team missed the deadlines or the outcomes of the results are not as per the expectation. But I prefer using 5 whys analysis because of convenience and to quickly resolve the issue.



3. Your application of a range of methods for influencing, persuading and negotiating with others. (2.3)

In order to influence others, I provided evidentiary support and reasoning-based opinions so as to demonstrate the viability and importance of required initiatives and objectives of a certain project. Furthermore, I also appeal to views, morals, and outlooks of the team members and stakeholders engaged in the project as to influence them. I take the approach of making them understand that they will learn by contributing to this project.

In terms of persuading others, I undertake three different approaches which include appealing to trust, appealing to reason, and appealing to the emotion. For instance, by the help of creating loyalty among employees towards the company, I bring in employees into the project and persuade others with the help of loyalty. For negotiating others, I look for the clever trade-offs in an attempt to stimulate people and thus gave them extrinsic motivations retaining them within the organisation. For example, I assured my team members to give them certification and rewards on behalf of their constructive contribution to the team and project.

c) Outline your future revised plans for professional development.

Key dates	What did you do?	Why?	What will you learn from this?	How have/will you use this? Any further actions?



7-8-2019	I will attend another leadership seminar	This seminar will help me strengthen my management skills and allow me to develop the ability of influencing.	I will learn the importance of leadership skills. It is important to become transformative leader to manage the team effectively. I further develop some of the tactics regarding influencing and persuading by attending this seminar.	I will use this to influence and motivate my team.
1-9-2019	Training for communication skills	With the help of this training, I will gain knowledge	I will learn the role of feedback and effective medium in order	I will use effective communication skills to



		regarding the development of effective communication skills and enhance my communication skills.	to communicate effectively. it further allows me understand more about HR professional map and its importance.	communication organizational goals to team members. I will take further action of continues improvement for developing effective communication skills.
14-9-2019	Conduct a Self-assessment test for team building	It will help to assess my skills of team building by conducting online test related to team building.	I will learn the areas where I further need to enhance my team building skills and my results will reflect on the need of focusing on this area.	I will use this team building skills for managing the team members. I will further develop my skill with innovative ideas.

			Moreover, I will improve the way I carry out my SWOT analysis.	
17-09-2019	E-learning classes for leadership skills	These classes will also help me to enhance my leadership skills because continuous learning is the key to success.	I will learn the role of leaders at organizational change and perform necessary moves.	I will apply this knowledge while implementing any change in the organization.
27-09-2019	E-learning classes for decision making skills	These classes will help me in developing advanced analytical skills for making effective organizational decisions	I will learn to consider different parameters for developing effective decisions.	I will use this knowledge at the time of decision making. It will further improve this by using practical knowledge



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