

Personal Action Plan

Learning from feedback is a key skill to develop for academic success and beyond. You can use the feedback from your work to help you to focus on the activities that will support you to achieve your academic targets. These targets should be **S.M.A.R.T**:

Specific

Measurable

Achievable

Relevant

Time-specific

When creating these targets, you should also reflect on:

1. How well your work has met the stated assessment criteria
2. How you could improve your future performance

You can set as many targets as you feel necessary. Remember to regularly review and update your targets and equally, recognise and celebrate when you achieve them.

What is my target?	What actions will I take to achieve my target?	By when?	How will I know when I have achieved my target?
<p>Specific target: “Improve my in-text referencing and in the reference list”</p>	<p>Measurable and relevant actions to meet the target:</p> <ol style="list-style-type: none"> 1. Check the referencing guide on the University’s Learning Resources page. 2. Collate my reference list using the referencing guide as I write my assignment. 	<p>Time-specific: 09/01/2019</p>	<p>Evidence of achievement: “Completed final checks on the reference list and the in-text citations in my completed assignment (add assignment name here) using the referencing guidelines.”</p>

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Further information

Study Hub@Library provides a range of opportunities for you to enhance your academic skills. For more information, visit the [Study Hub Website](#).

Other self-help guides linked to this resource available at [A-Z Resources \(Inweb\)](#)

- Feedback Glossary
- Self-Feedback checklist