

## ON TARGET

This is a type of simple checklist and confidence builder – most of you are on target but doing this can highlight areas where doing some finding out and/or talking to an expert may be very helpful.

**Score yourself between one and ten in each section** – 10 means no worries, 1 means support from an expert could really help – by putting a cross on the relevant point in each section.

The colours show you how you could be thinking about your score in a section, for example, **if you give yourself 8** in the *Being on time* section because you are nearly always on time for everything (eg meeting friends, handing work in, getting to work) so there are no real worries but there is room for improvement. **If you give yourself 3**, then you are nearly always late and by talking to an adviser you could explore the reasons why, which may be related to other sections in the diagram. They would then help you to make a plan to improve your timekeeping. *Being on time* is important as it is expected when you start work.

- In the **green** band you are sorted/I am really good at this
- In the **orange** band you are a bit worried/I think I could do better
- In the **red** band you are not sorted/I need some support.

