

<p style="text-align: center;">FORETHOUGHT Plan, Set Goals and lay out Strategies</p>	<p>What is my goal? Goal To study Alberta Education's new mandates and directions for high school and create a list of resources regarding assessment that will help me plan effective and engaging PD for staff</p> <ul style="list-style-type: none"> • My goal is relevant to my practice and will help me get a head start on planning for the 2016-2017 school based PD 	<p style="text-align: center;">July 18, 2016 * Revised August 1, 2016</p>
<p>How will I achieve it? Motivation</p> <ul style="list-style-type: none"> • I have given myself enough time to achieve my goal • I feel this goal will benefit me professionally and give me the insight and confidence I need to work with admin on this new endeavor • I will use the internet as a primary resource for research <ul style="list-style-type: none"> ○ Look at case studies where schools implemented redesign to help with assessment ○ I will create a worksheet digital document with categories to help organize my resources ○ *timeline created to manage time to reach goal date 		
<p style="text-align: center;">PERFORMANCE Use Strategies and Monitor Performance</p>	<p>How do I feel about my progress? Self-monitoring</p> <ul style="list-style-type: none"> • Finding the time to work while on vacation is a challenge. I feel overwhelmed and tired trying to find the time to set aside for schoolwork. • After returning home on the 27th I will change my learning environment – back in my office and set days to work on PME 800 course – this worked for me in the past 	<p style="text-align: center;">Ongoing * Revised August 1-4, 2016</p>
<p>What changes do I need to make? Attention focusing</p> <ul style="list-style-type: none"> • I am skipping ahead to the step after my goal. I need to remain focused on my original goal, and use my time to focus on achieving my goal. <ul style="list-style-type: none"> ○ Create a timeline with the remaining days, itemizing what needs to be completed by when in order to reach my goal • *Rather than starting from scratch, I will contact CTs from other schools to get advice on how to proceed and see what they have done for redesign (what has worked, what hasn't). This will help me to narrow my focus 		
<p style="text-align: center;">SELF-REFLECTION Reflect on Performance</p>	<p>Did I achieve my goal? Yes, and I had time to look and begin looking at my distal goal. Am I proud of my final product? - I am very happy with the way the project turned out. I changed directions a couple times along the way – originally the idea was to create a worksheet, then a Google document. I did complete a Google doc, but decided to create an infographic with embedded links and videos. It is cleaner looking, and a better presentation model for my meetings with administration.</p>	<p style="text-align: center;">August 21, 2016 August 19, 2016</p>
<p>What strategies worked really well?</p> <ul style="list-style-type: none"> • Setting apart a time and place to focus and work on my project • Monitoring my progress with a blog and checklist • Revisiting my goal and making necessary changes <p>What would I do differently next time?</p> <ul style="list-style-type: none"> • Create a timeline with a plan (after setting my goal) of the steps I will 		

	<p>take to achieve my goal</p> <ul style="list-style-type: none">• Pay more attention to timelines. I completed the work ahead of my goal date, but instead of moving my deadline up, the last couple of weeks I “lightly” worked on it during my designated time. In the future I will put in the same time and effort, and if necessary change the deadline.	
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*** Changes made during the performance phase**