

# INDIVIDUAL DEVELOPMENT PLAN-AKHILA

## PART A: LEVERAGING STRENGTHS

### Area of Strength: Drive for Results

#### Specific Action plan to help Leverage Areas of Strength (With Timeframes)

##### General Activities (On the job, action learning, etc.)

- Use my drive and 'can-do' attitude to take up an initiative in my organization that has fallen between stools and has not seen the light of day. Will take up revising the 'Handbook of Individual Development Plans' and ensure that the **book is reprinted in the next 3 months.**
- Spend some time introspecting and identifying key milestones in one's journey of developing a high Drive for results. Convert the insights into an article titled 'Drive for Results-My Journey'. Will also include efforts that one can put in to develop this further. Will explore sharing the article either on my blog or on LinkedIn **(To be completed in the next 3 months and shared/published)**

##### Coaching/Mentoring efforts

- I will coach one of my direct reportee to help him enhance his result orientation. Will spend an hour once every 2 weeks to discuss the hits and misses in his work, help him analyze the roadblocks and come up with an action plan. Will give feedback and monitor his progress **(to be started immediately and practiced on an ongoing basis for the next 1 year)**

##### Other Efforts

- Will curate a 2-hour session on developing 'Drive for results and its benefits' and facilitate the sessions with the team **(offer the session in the next 4 months)**

## PART B: WORKING ON AREAS OF IMPROVEMENT

### Area of Strength: Communication Skills

#### Specific Action plan to work on Areas of Improvement (With Timeframes)

##### General Activities (On the job, action learning, etc.)

- Start the practices of conducting Knowledge sharing sessions internally with the TVRLS team on every new article or book read. Aim to have such sessions as a part of the Monday morning meetings-Once in 2 weeks for the next 6 months

##### Workshops/E-Learning/Classroom Training

- Will watch detective and other serials on Netflix and Amazon Prime and start the practice of noting down new words learnt and will tick mark against the word once I have used it as a part of my conversation. The number of tick marks against each word will serve as an indication of the progress made (to be started immediately and practiced for the next year)
- Will watch a few good TedTalks on effective communication and the art of influence and note down the key learnings and actively practice them (aim to watch at least 2 such videos per month)