**Action Plan:** Decide which areas you want to focus on in the next 12-18 months, and identify **S**pecific, **M**easurable, **A**ctionable, **R**ealistic, and **T**imely (SMART) milestones that will help you achieve your Educational Goals (column 1). For each milestone, define your approach or strategy (column 2), a realistic timeframe (column 3), and the resulting output (column 4). The output should be easily measured, so you know whether you have met your goal. Add rows as needed; you can skip any sections not currently relevant to you.

1. **ORE Specialization**

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| **Milestones** | **Approaches/Strategies** | **Deadline** | **Outputs** |
| *Example*: Answer the question “Am I prepared to take ORE607 Wave Mechanics?” | Took Fluid Mechanics to complete my pre-program requirements and satisfy the prerequisites to take ORE607. | Spring 2021 | Received an “A” in CEE307 |
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1. **Research and Training (e.g., fieldwork, modeling, data visualization, translation)**

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| **Milestones** | **Approaches/Strategies** | **Deadline** | **Outputs** |
| *Example*: Answer the question “How will the changing climate impact the operation of Honolulu Harbor?” | Use Kilo Nalu wave and current observations to understand the environmental conditions. Use climate projections to understand the change in the wave conditions. | Mar 2021 - analysis of Kilo Nalu  Jun 2021 - validation of wave model  Aug 2021 - interpretation of data | -Establish the current amount of “non” operation days and the associated environmental conditions from Kilo Nalu.  -Quantify (figures, tables, text) the wave model skill at the site.  -Quantify (figures, tables, text) of future “non” operation days in the future with associated uncertainty. |
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1. **Teaching and Mentoring (e.g., teach or TA a class, mentor an undergraduate student)**

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| **Milestones** | **Approaches/Strategies** | **Deadline** | **Outputs** |
| *Example*: Teach a 3-credit class at a Community College (CC) | Contact Department Chairs at 3 CCs & ask about teaching opportunities | Spring 2022 | Taught an entry level class in xx at Leeward CC |
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1. **Place, Culture, and Ethics (e.g. cultural awareness, ethical standards in engineering)**

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| **Milestones** | **Approaches/Strategies** | **Deadline** | **Outputs** |
| *Example*: Learn to pronounce and spell Hawaiian words and place names relevant to my study site | List words/place names. Consult Hawaiian language guide for help, and ask colleagues as needed | June 2021 | Written list of terms. Ability to correctly pronounce each |
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1. **Oral and Written Communication (e.g., peer-reviewed publications, grant proposals, blogs, presentations, media interviews)**

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| **Milestones** | **Approaches/Strategies** | **Deadline** | **Outputs** |
| *Example*: Submit NSF Graduate Research Fellowship Program (GRFP) proposal | Get examples of previous successful applications from other students | October 2021 | Submitted proposal. Decision expected spring 2022 |
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1. **Leadership, Teamwork, and Networking (e.g., negotiation, strategic persuasion, collaboration)**

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| **Milestones** | **Approaches/Strategies** | **Deadline** | **Outputs** |
| *Example*: Attend a workshop focusing on strategies to be a better negotiator | Survey workshop opportunities on developing negotiation skills | Spring 2021 | Attended a workshop on negotiation |
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1. **Career Development (e.g., career exploration, networking, interview skills, CV writing, website development)**

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| **Milestones** | **Approaches/Strategies** | **Deadline** | **Outputs** |
| *Example*: Prepare to become a Professional Engineering (PE) by passing the Fundamentals of Engineering (FE) | -Daily studying material  -Take a course that is major deficiency: CEE307 | Test May 2021 | Pass the Fundamentals of Engineering (FE) |
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