

LIFELONG LEARNING – Pt. 3

Beth Todd
Mechanical Engineering
The University of Alabama

OUTLINE FOR TODAY

- ◆ Discuss Results of Technical Learning Problem
- ◆ Professional (Soft Skill) Development
- ◆ Professional Development Assignment

Review Results of Technical Learning Problem from Class 2

- ◆ *Discussion of sample of relevant continuing education opportunities that the students found.*

LIFELONG LEARNING MODULE OBJECTIVES

By the time that we're through with this module, you should be able to

- ◆ Explain the importance of lifelong learning in an engineering career
- ◆ Describe a process for learning new material
- ◆ Given a situation, identify what you need to learn
- ◆ Find appropriate resources in the library and on the web

LIFELONG LEARNING MODULE OBJECTIVES, cont.

- ◆ List sources for continuing education opportunities
- ◆ Assess academic and professional development
- ◆ Given an assignment, demonstrate that you can learn new material on your own

SIX THINGS EMPLOYERS LOOK FOR IN NEW HIRES

- ◆ Academic Performance
- ◆ Work Experience
- ◆ Computer Skills
- ◆ Leadership -- professional/other activities
- ◆ Communication Skills -- can you show this?
- ◆ Motivation / Enthusiasm

Significance of Soft Skills

- ◆ Note that at least half of the 'qualities' that employers look for are 'soft' or non-technical skills: communications, leadership, and motivation
- ◆ There are short courses/seminars to address shortcomings in soft skills as well as the technical skills previously discussed

ASME Soft Skill Courses

- ◆ Conducting Effective Meetings
- ◆ Communication Skills
- ◆ Developing a Business Plan
- ◆ Effective Teaming
- ◆ Project Management
- ◆ Writing a Winning Proposal
- ◆ Etc.

ASCE Soft Skill Courses

- ◆ Effective Management for Engineers
- ◆ Leadership Development
- ◆ Negotiation, Mediation, and Arbitration
- ◆ Succession Management
- ◆ Project Management
- ◆ Effective Marketing of Professional Services
- ◆ Etc.

TEAM EXERCISE

Resume Review

- ◆ Review sample resume
- ◆ Note the significant points in the career objective
- ◆ Generate a list of things (3-5) that you think would be important for this person to work on in the next 6 – 12 months to enhance career development toward reaching the career objective
- ◆ These items should be specific and measurable
- ◆ You have 5 minutes

Career Development Items

- ◆

TEAM EXERCISE

- ◆ Comment on Appropriateness of each item on the list based on where this person is in his/her career
 - Excellent Idea—this should really strengthen the resume
 - Good Idea—but have you also considered the possibility of doing this other thing?; is this plan realistic based on current experiences?
 - Interesting Idea—Why would this activity enhance the resume?
- ◆ You have 3 minutes

INDIVIDUAL EXERCISE

Resume Review

- ◆ Review your own resume
- ◆ Write down your career goal (if you're not sure, make something up)
- ◆ Generate a list of things (3-5) that you think would be important to work on in the next 6 – 12 months to enhance your career development toward the career goal that you have listed
- ◆ These items should be specific and measurable
- ◆ You have 5 minutes

TEAM EXERCISE

- ◆ Find a Partner—preferably someone you don't know
- ◆ Exchange Resumes and Professional Development Lists
- ◆ Comment on Appropriateness of each item on the list based on where your partner is in his/her career
- ◆ Put your name as Assessed By at the Top of the Page

RESUME CRITIQUE COMMENTS

- ◆ Excellent Idea—this should really strengthen your resume
- ◆ Good Idea—but have you also considered the possibility of doing this other thing?; is this plan realistic based on your current experiences?
- ◆ Interesting Idea—Why do you think that this activity will enhance your resume?

Final Comments – Resume Review

Final Assignment – Due Monday

Find the continuing education opportunities that will provide the career development needs that have been identified:

- 1) For the sample resume
- 2) For your resume