Mediacollege Amsterdam

Personal plan of action [PAP]

13 February 2023 - 30 June 2023

What you learn in your traineeship can also be defined by yourself [within the limits of your possibilities]. In the first three weeks you will explore what you would like to learn. You choose three learning goals and your mentor gives you a fourth. On the back of this page you can find examples for every learning goal.
Deadline the **3th of March** in OnStage.

* examples pto

Designing learning goal

Level: led by mentor, remote guidance, independent*

Working method: How will you show that you have learnt this? Make it measurable: what will you show in your second presentation?

Realising learning goal

Level: led by mentor, remote guidance, independent*

Working method: How will you show that you have learnt this? Make it measurable: what will you show in your second presentation?

Personal learning goal

Level: led by mentor, remote guidance, independent*

Working method: How will you show that you have learnt this? Make it measurable: what will you show in your second presentation?

Learning goal from mentor

Level: led by mentor, remote guidance, independent*

Working method: How will you show that you have learnt this? Make it measurable: what will you show in your second presentation?

Trainee   Signature trainee

Mentor   Signature mentor

Date (dd-mm-yyyy)   Placement company

Personal plan of action [PAP]

Although you may set your own learning goals there are some restrictions. The learning goals should be possible in the company you do your internship in, that is why you must discuss this with your mentor.

You set one **designing**, one **realising** and one **personal** learning goal. Your mentor sets a **fourth** goal.

Here are some examples:

Designing learning goal
- being able to make a case for choices made in the design
- know how to do a presentation
- develop typographic feeling
- make designs from concepts
- apply order of rank in texts

Realising learning goal
- brings in work for printer without mistakes
- realises online products
- manipulates images in Photoshop
- understands when to use which software program

Personal learning goal
- can handle time pressure
- prioritize
- debrief
- asks questions
- maintains dialogue about interpretation and translation of the input
- realises that the client's style guide is leading
- maintains contact with the client

Learning goal from mentor
- improve the pace of work
- being accurate
- become enthusiastic for the field of work
- being on time
- communicate
- thinking and working commercially

Types of level:
- led by mentor
- remote guidance
- independent