

proactive learning_

Topic_ :			
Focus Areas	Question	Your Findings	Resource Tool
Digital Literacy	What is it ?	<i>Could you explain this topic to someone in simple terms?</i>	<i>Which tools could help you learn more</i>
Digital Commerce	How does it work commercially?	<i>Remember the quote ‘ innovation that doesn’t solve a problem is a gadget ‘ if it doesn’t make someone money, its perhaps not such a big problem</i>	<i>Which tools could help you learn more</i>
Societal impact	How and why might this change how people live and work?	<i>What are the wider impacts and knock on consequences of this?</i>	<i>Which tools could help you learn more</i>
Your Opinion	What do you think?	<i>As you learn more, consider your own view. Is it real or over hyped, is it a career or business opportunity?</i>	<i>Do you share it? Twitter, LinkedIn ...</i>
Tech Skill	What is your skill level on this topic?	<i>Interested? Aware? Knowledgeable? Recognised? Expert?</i>	<i>Is this the topic you should take an online course in?</i>

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Your Opinion	What do you think?		
Tech Skill	What is your skill level on this topic?		

mentor network_

Area of Advice	Who? <i>Who immediately comes to mind on this topic?</i>	Approach <i>How do you plan to approach them? a call , message, email, or in response to a social post asking to learn more</i>	Questions to ask <i>Prepare a very clear ask on what you need their help on.</i>
Learning		<i>e.g. I understand you're an expert in the field of X, could I possibly grab 20 mins of your time to learn more on the subject ?</i>	<i>ask the questions you still have gaps on.</i> <i>Or e.g. I'm looking to increase my knowledge in X, from your experience how is it best to approach this?</i>
Research		<i>e.g. I'm currently doing some research in X, could I trouble you for 20 mins to check my understanding on a few points?</i>	<i>(Be specific where you can and as your knowledge increases ask the precise questions you need clarity on)</i>
Career		<i>e.g. I'm looking for the next step in my career and keen to take your views on X, could trouble you for 20 mins to learn more about it?</i> <i>e.g. I would welcome your advice and guidance on how I can progress/develop into this field.</i>	<i>e.g. What skills or experience might I need to progress into this field</i> <i>e.g. Could you give me some honest feedback on my CV?</i> <i>e.g. What's the one skill you wished you'd learned sooner? And why ?</i>
Other	<i>Mentoring may start with career-related topics but often strays and experience and wisdom are priceless on any front, from pensions, holidays or great reads. The Vital Few will help wherever they can.</i>		

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Learning			
Research			
Career			
Other			

resources checklist

The Need	Resource	Points to consider
Have a question	Internet Search Google, Bing, Safari	Search... <ul style="list-style-type: none">- What is X ?- How does X work ?- How does X make money?- What is the future of X?
Learn something New	You Tube, Vimeo,	Tweak your searches and look for the new number view, aim for the content with high views. The quality is likely to be higher This is my go-to library of learning and I have a play list of every area I'm researching
Staying Informed	Flipboard	Register for an account and take a shot at Flipping stories into New Magazines, start a new magazine for every topic of interest.
Hear from the Experts	Podcasts: Spotify, Apple Music	Whichever streaming apps you use, take a look at the search and category options and spend some time looking for the experts in your fields of interest and subscribe to the streams.
Progress your learning	On Line Courses: Udemy, LinkedIn Learning	Look into the world of MOOCs (Massive Open Online Courses) Find a course of interest and invest in your development with a structured learning plan or course. Sites like these cater to a wide range of course options that are usually advertised in hours need to complete. Flag the ones you like the look of and keep checking in for offers and discounts; it's a competitive field.
What's happened in your industry	LinkedIn	Set up an account if not already on LinkedIn and start my reaching out to the people you already know if your industry. Then search for the experts you know. Let the Ai in the system then find and make suggestions to you. And as you build your network, look for the mutual connections. It's a big but small world and while it has become a bit challenge by people selling stuff, its still remains an excellent networking tool for pretty much every industry
Current Mood	Twitter	Love it or hate it Twitter is still the fastest news feed I the world. Whether its hearing from leader and experts across industry or hearing news stories break first via the crowd, use Twitter and solutions like TweetDeck to stay ahead of the trends and close to wider social sentiment on topics of interest

CV checklist

Area	Action	Notes
Know who you are	<i>Write down your key strengths and list your achievements.</i>	
Know your field of Focus	<i>Your knowledge and experience.</i>	
What's the story so far	<i>Summarise your history but keep it short and expand on the very recent and detail the here and now.</i>	
Your current development areas	<i>What you are currently learning more about?</i>	
Why you do it	<i>Why are you passionate about this?</i>	
Future Focus	<i>My current areas of focus / Interest / learning are....</i>	
Why You	<i>Brag, boast, or be slightly modest, but make sure you bring all the above together to let them know your are in the Vital Few. As interviewers, we know when we meet you.</i>	

CV checklist

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Know who you are		
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Your current development areas		
Why you do it		
Future Focus		
Why You		