



The Masterful Learner Checklist

Make sure you are getting the most out of your personal learning investment.

Use the checklist below to help you evaluate your personal development plan. It will help you identify the best learning options for you and help you prepare for learning events. Check all that apply.

In general, when it comes to learning:

- I view learning as an ongoing part of my life
- I watch for opportunities to learn every day
- I seek and receive feedback regularly on my performance
- I know my strengths
- I use my strengths regularly
- I always have learning targets—something that will help me grow, improve and leverage my strengths
- I know how I learn best (e.g. reading, web, classroom, talking with others, online)

Before learning events:

- I set clear learning goals for myself
- I discuss what I plan to learn with others and/or capture goals in a journal

After attending learning events:

- I revisit my learning goals and measure progress
- I create an action plan to USE what I have learned
- I actually implement my action plan
- I discuss and share what I learned with others
- I celebrate learning accomplishments

UofL Professional Development can help you become a masterful learner. Not sure where to begin? Our Certificate Programs (louisville.edu/professionaldevelopment/certificates) can provide the structure and guidance to get you started. We offer certificates in Professional Communication, Management Development, Professional Development, and Project Management. **Email Julijana Curcic** (julijana.curcic@louisville.edu) or call **502.852.5636** to discuss next steps.