

Preparing for your experience

Before you start a new experience it is important to take time to reflect, research and plan. This will help to set you up to get the most out of your experience.

Review your career goals and reflect on your professional identity

Take some time to review your career goals and reflect on your professional identity. This will help you to identify how this upcoming experience aligns with your career aspirations.

- [Review your career action plan](#)
- [Review your professional values](#)

What preparation do you need to do before your experience?

Identify if you need to do any preparation before you begin your experience. This may include researching the organisation, identifying any capabilities that you may want to develop before your experience, or general administration preparation.

Write your SMART goals for the experience

By thinking about what you hope to get from the experience and setting some goals, it will help you to plan your experience and engage in conversations with your supervisor to get the most out of your experience.

Your goals could include, learning a capability or skill, learning more about the industry from your colleagues, engaging in a specific project in the organisation, or identifying any opportunities for mentoring or supervision during your experience.

Take some time to set some SMART Goals

- **Specific:** clearly describe what you want to achieve.
- **Measurable:** include targets to help you measure your progress.
- **Achievable:** if the task is too large, break it down into smaller goals.
- **Realistic:** make sure you can achieve your goal with your available resources and time.
- **Timed:** set a deadline for achieving your goal so you have a clear target to work towards.

Other support for preparing for your experience

Check out the range of other resources to support your experiences on the [Experience Toolkit](#), including the SEAL Reflection Tool, starting a new job checklist and professional check-in support. For more advice on time-management tips, view the [Study Skills](#) page.

For further details, please contact:

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