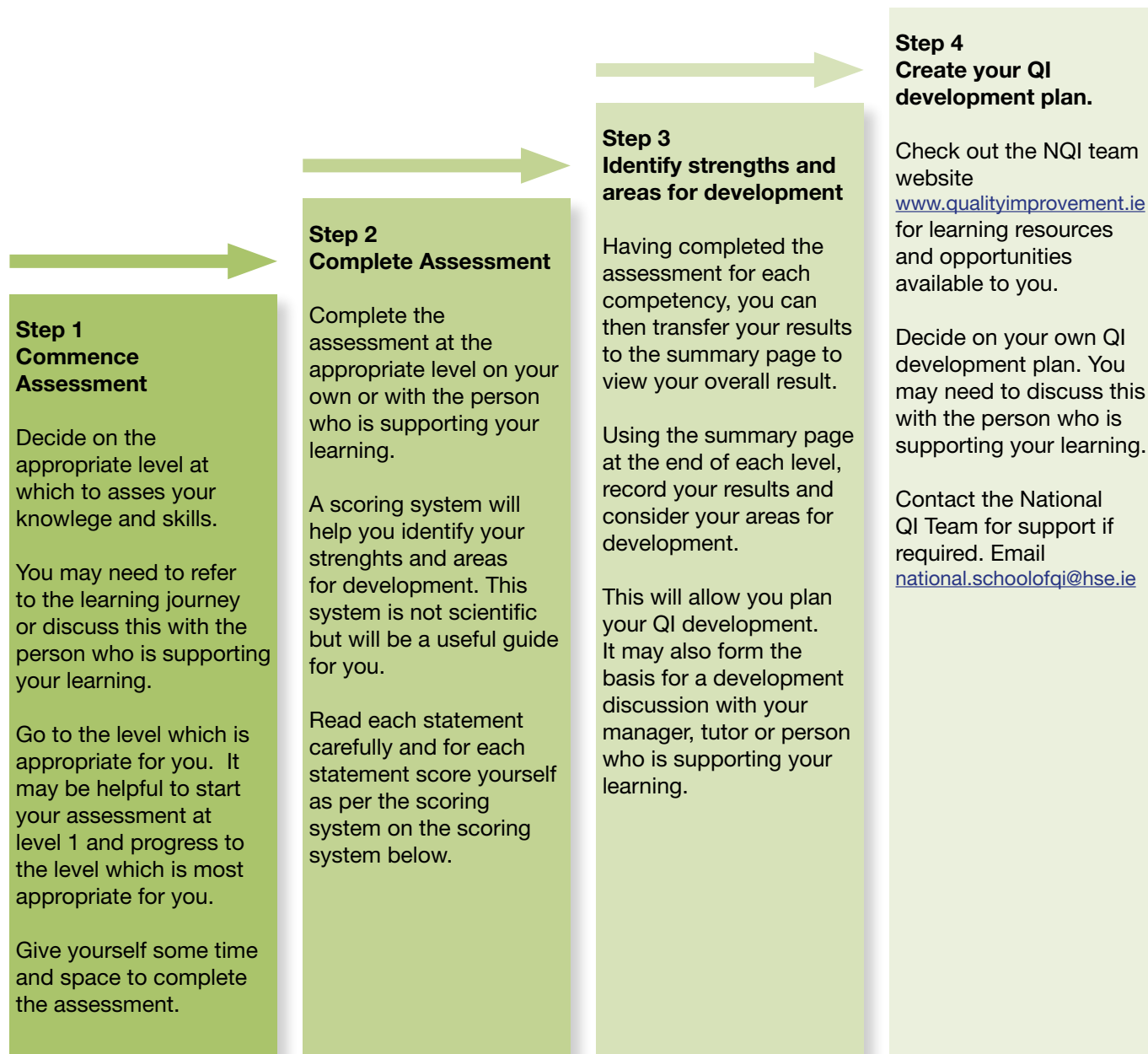


# A step by step approach to using the guide

You have now made the decision to take the self-assessment, this can be done on an individual basis or as part of a team. Below you will find a step by step approach to follow.



## Scoring

Read each statement carefully and rate yourself against each statement as follows:

**I need a lot of development.** If you do not understand or know how to demonstrate competence in this area or if you feel you need to develop a lot of knowledge and skills in this area. **(Give yourself a score of 1)**

**I need some development:** If you are not fully confident in this area and would like to learn more to further develop your knowledge and skills. **(Give yourself a score of 2)**

**I am confident:** If you feel confident about your knowledge and skills in this area and can give examples of where you have successfully applied them. **(Give yourself a score of 3)**

Your total score for each competency will indicate whether you need a lot of development, some development or are confident in that particular area.