



Learning Recap Worksheet

Use this worksheet to think through and document what you learn from development activities you complete. Re-do this worksheet for each development activity. **It is important to share this and discuss it with your manager.** Keep this and review it once a month to remind yourself how you planned to apply what you learned.

Development Activity	Target Date	How I Anticipated Developing From Activity	Date Completed

What I Learned From This Activity

How My Learning Relates to My Work	
Current Job:	Desired Next Job:

How I Will Make Sure to Apply My Learning