

Mentoring Journal





How to use this Mentoring Journal

This journal can be used to:

- Support your own development
- Explore useful opportunities
- Track personal growth
- Identify strengths
- Set goals
- Enhance self-awareness

It is also a valuable resource for future reference, continuing improvement, and lifelong learning.

We all need mentors and we all can be mentors to others.

For more information contact: accessmentoring@atu.ie

Getting to Know Myself

- ✓ What do I love to do?
- ✓ What do I feel the world needs?
- ✓ What can I be paid for?
- ✓ What skills do I have?
- ✓ What tasks energise me?

“Everybody is a Genius. But if you judge a fish by its ability to climb a tree, it will live its whole life believing that it is stupid”.

What type of personality do I have?

Knowing your personality type is one way to build on what you enjoy and are good at. Understanding personality types helps you manage how you interact with others. Your personality type can help explain and understand how you operate. It shouldn't be used as a way to avoid or blame.

Some free personality tests are available at:

<https://www.16personalities.com/>

https://careersportal.ie/careerplanning/self_assessment.php

<https://www.geniusu.com/>

<https://www.testcolor.com/personalitytest/personalitytest.php>

More support on finding your path is available on

<https://mycareerpath.ie/>

Notes

Getting out of my own way

Ways we get off track	What tends to Happen	Strategies to Get On Track
Doubt – Not believing ‘I can do it’	Keep learning / researching more	Set daily / weekly goals linked to targets
Not prioritising goals	Change focus, follow distractions	Get an accountability buddy
Confusion or Overwhelm - what do I do now?	Slow down or put on more pressure	Practice getting in the zone. Have a place with no distractions where you can focus
Overcomplicating things	Miss deadlines	Make decisions
Thinking ‘I’m not enough’	Defensive projection or self-criticism	Connect to others who believe in you and learn to believe in yourself

Notes

My Story

My hopes for the future (2-5 years from now):

I am considering the following courses or careers:

My favourite hobbies/interests:

My biggest fear about future education and what might help overcome it:

Notes

My Goals

Personal - A goal that will enhance my personal life is:

What will help me achieve this goal?

Who will help me achieve this goal?

Social - A goal that will enhance my personal life is:

What will help me achieve this goal?

Who will help me achieve this goal?

Learning - A goal that will enhance my education/career is:

What will help me achieve this goal?

Who will help me achieve this goal?

Notes

SMART Goals

My Goal:

S	Specific	What exactly do I want to achieve?
M	Measurable	What will prove I am making progress?
A	Achievable	Can I reasonably do this within my resources and time?
R	Relevant	How does this fit in with my overall values/ way of being in the world?
T	Timely	Start and end date?

Reward for SMART Goals:

Notes

Daily Planner

Use this diagram to plan how you would like to spend your time on a daily basis. Write an activity beside the time in the diagram.

- Sleep
- School/College
- Work
- Relax
- Study
- Excercise
- Travel
- Other



Notes

A Change of Mindset



Fixed Mindset Thoughts & Beliefs

I worry more about looking smart than actually learning

Fear of failure stops me trying

I see setbacks as personal failures

I take feedback as personal criticism

If I can't do something well straight away, I give up

If I fail it's because I'm no good at it and there's no point trying

Other people doing well makes me feel bad about myself

I stick to thing things I am good at

I'm too shy to speak in public



Growth Mindset Thoughts & Beliefs

I'm interested in learning for the sake of learning

I'm willing to try new things and take risks

I see setbacks as a chance to improve and grow

I appreciate feedback and learn from it

If I'm not good at something, I usually practice until I improve

I learn from my mistakes

Other people doing well encourages me and shows me what is possible

I like to try new things

With help and practice I can be more confident speaking in public

Notes

Stress Coping Mechanisms

“Do I need to change my situation or do I need to learn how to deal with the situation better?”.

Problem-based This is when you have to change your situation, possibly by removing the stressor.	Emotion-based This is when you need to learn how to cope with the situation, you may not be able to remove your stressor.
Coping Mechanisms	Coping Mechanisms
<ul style="list-style-type: none">● Time management● Create a to-do list● Ask for help● Engage in problem solving● Avoid the stressful situation● Leave the situation	<ul style="list-style-type: none">● Exercise● Meditation● Listen to music● Spend time in nature● Read a book● Go for a walk

What works for me?

Everyone has different coping mechanisms that work for them. There are many coping mechanisms not mentioned in the lists above. Avoid using alcohol, drugs, overeating, oversleeping etc. to cope with stress.

Coping mechanisms that I will try:

Notes

Nerves When Starting College

The thought of starting college may be daunting.

Remember

- ✓ You are not alone, lots of people panic and feel 'this isn't for me' at some stage
- ✓ Go to induction talks, do recommended tutorials, they will help if you approach with an open mind
- ✓ You will settle into your workload
- ✓ You will learn your way around way around the campus, don't be afraid to ask for directions
- ✓ Talk to your classmates, don't be put off if someone doesn't respond, they may be feeling anxious
- ✓ Get out of your comfort zone and join some clubs

Notes

Study Tips



Have a regular study area and time



List tasks in order of Importance & Urgency



Take your time and do it right (doesn't have to be perfect)



Celebrate your achievements



Plan your weekly study schedule



Avoid procrastination



Schedule healthy breaks



Get fresh air before and after study

Notes

Balancing Life

Identify eight areas of your life that are important to you in achieving a balanced life (e.g. Health, Family, Career, Music, Sport).

Then rate each section (1-10) by putting an 'x' in the box below which number reflects your current level of satisfaction (1= low satisfaction, 10= high satisfaction, etc). Look at what areas need more attention and plot your ideal scores. Then complete the exercise on page 22.

Example	1	2	3	4	5	6	7	8	9	10
<u>Family</u>										X

_____ 1 2 3 4 5 6 7 8 9 10

_____ 1 2 3 4 5 6 7 8 9 10

_____ 1 2 3 4 5 6 7 8 9 10

_____ 1 2 3 4 5 6 7 8 9 10

_____ 1 2 3 4 5 6 7 8 9 10

_____ 1 2 3 4 5 6 7 8 9 10

Things I will start doing to have more balance in my life	Things I will STOP doing to reprioritise or delegate

Future Self Letter

Write a letter from your future self, dated a few years from now. Focus on the positives. Include anything that is important to you. See an example of how to start below:

31 December 2028

Dear Mary

Its been a great few years. I'm sitting here in my new house and the children are at school, both really happy and doing really well.

We had a lovely family holiday in France last year. I finally learned how to swim.

I'm in my second year of the nursing degree and I'm loving it ...

Notes

Mentoring Journal 2024



CREATING
PATHWAYS
TO HIGHER
EDUCATION



A joint Higher Education Cluster Access Project between
Atlantic Technological University (ATU) and University of Galway.



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UNIVERSITY OF GALWAY