

In the spring semester of 2023, I was able to work collaboratively alongside my coworkers to create an onboarding canvas course for future employees of the Office of The Registrar. This project allowed me to challenge myself, what I already knew and helped me gain skills that are beneficial to me now as a student employee and in the future as a productive member of society. Upon beginning my employment at the Office of The Registrar, I thought I had the skills to just enter the workforce, the main thing I needed was the degree. But what I didn't understand was that I had much more to learn. Working on this project allowed me to gain and expand on certain skills. Primarily I was able to work on my communication skills by giving me a new medium of communication. Having to convey information through a canvas course, and through educational material as a whole, challenged me to communicate differently than as if I were speaking in person or writing an email. I had to get past what I knew how to do and work on communicating in a way that is beneficial to new employees yet to come. I had to really work on this when creating a scavenger hunt for the canvas course, this is because I knew the information but struggled with writing the questions in a manner that would be beneficial to those learning from the course as opposed to writing them in a manner that implies they already know the information. Furthermore, working on the Onboarding project allowed me to work on my time management skills. With so many due dates and deadlines for the project, it held me accountable to what I had to do and when I had to do it. Something I had struggled with in the past was working on a deadline. Oftentimes I would want to work on something until I felt I was happy with it but didn't really have all the time I wanted, so with all the deadlines I was pushed to create something I was happy with by a certain time as my supervisors and coworkers depended on me to do so. This helped my skill of time management by challenging me in something I had struggled in the past and pushed me to overcome my struggles. Lastly this project helped me solidify a sense of responsibility. The onboarding course depended on everyone doing what they needed to do in an effective and timely manner, thus everyone depended on one another to make the onboarding course the best that it could be. This pushed me to work hard and create modules and other aspects of the course to their best potential within a timely manner in order to keep up alongside my other coworkers to create the course to the best of our abilities. All the projects and the skills I've gained along the way will benefit me in the future as I continue my educational career and move onto the workforce as a productive member of society. All of these skills are needed as I step in the classroom and work productively with my classmates and a project or in the workplace as I work on studies and research alongside my colleagues. Working on the onboarding project has helped me step into the waters of what I will see in my future and I continue on my path.