

## Achievement Log

Create the first entry of your Achievement Log by filling the table below:

| Achievement XXX        |  |
|------------------------|--|
| <b>Dates</b>           | <input type="text"/>   |
| <b>Case</b>            | <p>The situation, challenge or objective to achieve.<br/>You may want to highlight the stakeholders here.</p> <input type="text"/>   |
| <b>Actions</b>         | <p>The actions taken, with emphasis on your role and contributions.<br/>How did you approach the project or problem? Were there any new solutions or unexpected problems?</p> <input type="text"/> |
| <b>Results</b>         | <p>The results obtained, including quantifiable and non-quantifiable outcomes, with emphasis on how you contributed to them.</p> <input type="text"/>  |
| <b>Feedback</b>        | <p>Add in here any relevant feedback to this case, including who gave the feedback (name, company and role/position).</p> <input type="text"/>   |
| <b>Lessons Learned</b> | <p>Highlight any lessons learned if applicable.</p> <input type="text"/>   |
| <b>Other</b>           | <p>Any other relevant data (e.g. links)</p> <input type="text"/>   |