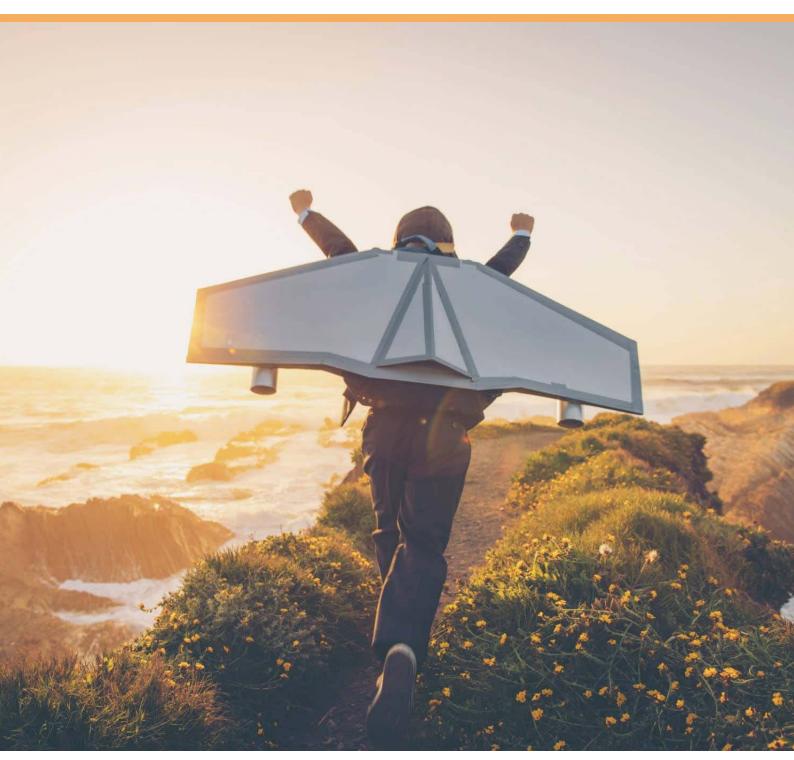


WRITING ACHIEVEMENT STATEMENTS

CAR MODEL: Challenge + Action + Results= Achievement





STEP 1:

WHAT ARE THE CHALLENGES YOU FACED?

| | | | 4.0 | 2.0 | 4.5 | |
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- 1. What was the problem?
- 2. Why is this your challenge?
- 3. Your involvement
- 4. Who else was involved?
- 5. Any consequences to consider?

The problem or opportunity was....

Consider the constraints:

- 1. Who needed to be influenced?
- 2. Money or manpower or time limitations
- 3. Capacity constraints

The challenges you had to overcome were....

STEP 2:

WHAT ARE THE ACTION or SKILLS YOU USED?

What did you do? Which skills you use? Some examples of skills:

- 1. Created
- 2. Presented
- 3. Organized
- 4. Led
- Researched
- 6. Analysed

The steps I took to solve the problem were....
The steps I took to create x were....





STEP 3:

WHAT WAS THE OUTCOME OR RESULTS FROM YOUR ACTIONS?

| What were the outcomes of your actions? | The results were |
|---|------------------|
| Use qualitative and quantitative | |
| measures. | |

Consider:

- 1. Immediate benefit/s
- 2. Long-term change/s
- 3. Bottom line effects
- 4. Who benefitted from this change?

STEP 4:

USING YOUR IDEAS ABOVE, WRITE YOUR ACHIEVEMENT STATEMENT BELOW:

Combine the three elements of your story into one paragraph, three to four lines in length. Do not use first person and use the minimum number of words.

