

Abby Allison

Mr. Speice

Independent Study and Mentorship Program

March 29, 2018

Progress and Planning

Mentor Assessment 4

Mentor: Susan Meyers

Profession: Management Consultant

Location: Skype Call

Date: 02/09/2018

Time: 2:40 PM

Assessment:

Before the Skype call, Ms. Susan and I had a list of objectives we wanted to cover: discuss final product progress, approve the mentor log, complete the product proposal form, discuss upcoming dates and my email draft to send to professionals at Disney. Ms. Susan also updated me with her status on contacting management consulting professionals for the panel and how the panel would likely look to prepare me.

In regards to the panel, Ms. Susan let me know of her process in emailing professionals to see if they would be willing to help me. Ms. Susan, also, gave me a better insight into some good questions to ask or things to cover; first begin with daily

life, second introduce the problem and lastly ask for feedback and next steps. This process is taking me back to the beginning of the year in ISM where I completed informational interviews. I will likely look back on questions I created and go from there. I can use the interview as a source for my solution and even ask for similar experiences these professionals had to further my knowledge of the problem. This information was helpful to complete one of my deadlines: create interview questions.

Another main topic of discussion was upcoming dates. Ms. Susan and I would both have busy schedules around Spring Break and wanted to address how to handle deadlines before we got close to them. To address this problem, Ms. Susan suggested I begin making status slides to send to her, as she sends to her clients. Status slides are created with action items which need to be completed by EOW, end of week, or EOD, end of day. This will help Ms. Susan see my progress and will help her to keep up with what I need from her end. The status slides are neatly arranged by color, red meaning not started, yellow meaning in progress or green meaning completed. She showed me a real example of a status slide and it was really helpful to see a real example and understand the process of management consulting even better. The status slides are a great idea to keep track of deadlines and progress because it allows for more communication than simply deadlines on a calendar. Another reason management consultants use status slides are to politely tell the client they cannot do their job until the client gets them a certain document or something they are waiting on. I feel the status slides will be extremely helpful in staying on the same page while completing my final product and getting into management consulting as I will already be used to the system.

This meeting was extremely beneficial to my progress on my final product. We even went over my email to the professionals at Disney to make sure it sounded professional and considerate of their time and looked over the mentor log. I am excited to move on from here, continuing my work on my final product and updating Ms. Susan biweekly with the status slides system.