**CIT workshop on ‘Looking After Yourself’: post-it products 9th January 2019**

**“My professional life would feel much better if only I…”**

* **Said no more.**
* **Had more time to read and research instead of doing admin.**
* **Had more time.**
* **Didn’t get so swamped to emails (especially out of hours).**
* **Could relax more about it.**
* **Staff to assist with workload.**
* **Communicated better.**
* **Took time to complete what I start before starting something new.**
* **Lost the enthusiasm to do everything at once, but not do them as well as I could**
* **To succeed you need to be calm.**
* **Had better health and more energy.**
* **Could change the organisational culture to be more open to positive change.**
* **Had more time to begin new projects.**
* **Felt empowered to do my job.**
* **Got to bed earlier!**
* **Had more time to prepare and reflect on my practice – everything is urgent.**
* **Did less.**
* **Had more balance – time – 60 hours a week – felt really valued.**
* **Developed my time management skills.**
* **Had a better work-life balance.**
* **Had more hours in a week for admin work.**
* **Slow down and take my time.**
* **Took time to exercise.**
* **Had a decent office.**
* **Slowed down my thinking a bit more to explain / engage other more, or took less on.**
* **Pursued less things / topics in parallel.**
* **Had less marking to do.**
* **Had a full-time cleaner.**
* **Relinquished some control.**
* **Can take my time off.**

**“One thing I wish I’d known earlier is….”**

* **How to apply for ethics for teaching-based and education-based research.**
* **That it’s OK to say no when people ask you to do things.**
* **Nobody really minds how well you do.**
* **Work is challenging, and it’s a good thing to make mistakes and then learn from them.**
* **Politics prevails, and logic struggles to be heard.**
* **That tofu is tasty.**
* **How super busy each day is.**
* **That knowledge is built over time.**
* **How long it takes to prepare a lecture.**
* **Ho much personality and politics can get in the way of progress.**
* **Wasn’t so ‘in my head’**
* **To ask for help.**
* **How to reference properly.**
* **Get involved in staff development.**
* **Learning is not hard.**
* **People don’t always say what they think / there is a multilayer to people, and we need to build tools to access that.**
* **Have more fun.**
* **It’s not the end of the world if you make mistakes.**
* **Conversations about content and assessment are equally as important as delivery of content and assessment.**
* **It all sorts out in the end with support.**
* **It’s OK to make mistakes, ask questions and bring up ideas.**
* **How to adapt my pace of working and patience to the organisational culture.**
* **Knowing it all is neither possible nor useful.**
* **Who I could ask for help with tasks I have to do.**
* **The importance of managing time.**
* **I don’t have to have all the answers.**
* **It’s OK to take the scenic route to my ideal job.**
* **Time management strategies.**
* **How to streamline assessment so it didn’t take all my time.**
* **It’s OK to leave on time.**
* **How important it is to attend CIT events.**
* **The importance of Level 10 qualifications.**