A rolling 30/60/90-day personal development plan

Date: 2026-10-25

A calendar quarter contains three calendar months; a rolling 90-day plan begins on your chosen date. The 30/60/90 checkpoints below are an original structure, not a promise of transformation. Record your starting point and one skill, then choose evidence and feedback.

In this student example, the learner can copy a spreadsheet calculation but cannot explain it independently. They practise on synthetic data and ask an agreed tutor to check an explanation. An annual reading direction can be to explore an unfamiliar genre, understand one chosen subject through reading, or use a professional book in a small project. Choose one meaningful direction, review it each quarter and adjust the reading load rather than impose a universal book count.

Fill the blank rows with your own examples.

Checkpoint	Practice / output	Evidence and decision
Day 30	Understand one formula and complete two practice calculations	Explain the formula; record the remaining error
Day 60	Apply it in a small synthetic-data table	Check totals and get feedback
Day 90	Complete a new example without the model	Compare with the start; select the next learning task
My starting point / dates		

Sources

- Australian National University - Time management
- APA - continuing education and professional development