**Action Plan Title: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_**

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| **Action Steps/Tasks***What needs to be done?* | **Responsibility***Who will do it?* | **Timeframe***When will it begin and when should it be finished?* | **Resources***What do you need to complete this action step?* | **Challenges***What challenges or obstacles do you anticipate and how might you overcome them?* | **Accomplishments***What will the end result or deliverable be?* |
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**My Accountability Plan**

**My Learning Plan:**