**Personal Checklist**

This list is a guide. All of the items on the list may not apply to you. You may already be knowledgeable about some aspects. Discuss your preparation with your advisor and follow-up on any issues that you or your advisor feel are important.

**Information From Your Group**

- Specific information about your project site
- Documentation required – Visas, permits, letter of authorization, tickets
- Description and learning expectations
- Approval for research
- Maps, addresses and phone numbers of embassy and local contacts
- Money to take – amount needed for expenses, travelers checks, cash, banking practices
- How to contact you in case of an emergency

**Self-Assessment**

- My learning expectations
- My needs for professional and personal support
- My suitability, motivation and goals
- Support from family and friends

**Other Sources**

- Language training e.g. book of phrases, audio tapes
- Information on the host country and area-travel books
- Culture specific information

- Gender differences and expectations in the host country
- Politics of the country
- Information of the United States
- Cross-cultural experiences
- Volunteer work with a development organization

**Personal Needs**

- Dental Care
- Supply of personal medications, especially prescriptions
- Spare set of eyeglasses and written prescription
- Travel health insurance re: emergency evacuation
- A First Aid course
- Photos of home
- Small items for gifts

Information needs can be met in a variety of ways. Use a variety of sources such as books, journals, radio, films, and conversations with others who have traveled and lived in the host country, development agencies, and non-government organizations.

**Journal Writing**

Start a journal to help you analyze your experience in greater depth. Journals can assist us in personal growth. Adults learn best through experience. This usually takes place in four stages:

**Naming** describing in words

**Analysis** pick out patterns and forces, make connections

**Planning** consider implications and plan action

**Action** carry out action plan

Most of us do one or two of the stages better than others. By keeping a journal we are reminded to be more systematic and to glean real life messages from
details we overlooked in the business of our work.