# Take Ownership: Developing Self-Management

These levels apply to issues within your expertise.

**Level 1**
When a problem occurs, you say: "This is the problem; what should I do?"

**NOT where you want to be!**

**Level 2**
When a problem occurs, you say: "This is the problem; *these are our options;* what should I do?"

**Limited progress**

**Level 3**
When a problem occurs, you say: "This is the problem; these are our options; *this is what I think we should do.* This is why."

**Our current goal**

**Level 4**
When a problem occurs, you say: "This is the problem; these are our options; this is what I think we should do. This is why. If I don't hear from you by _____, I will proceed."

**Level 5**
When a problem occurs, you say: "This was the problem; these were our options; this is what I did. This is why I did it."

**Future development between you and your supervisor**