

To effectively explain the progress made on your work priorities over the last few months, you can follow this structured approach:

1. **Identify Objectives:** Begin by clearly stating what your work priorities were at the start of the period. This might include specific projects, tasks, or goals that you aimed to achieve.
2. **Review Milestones:** Outline the key milestones you set for yourself. Identifying these can help you visualize the steps you took toward achieving your goals.
3. **Assess Achievements:** Detail the achievements you've made. Highlight completed projects, met deadlines, or any additional accomplishments outside your initial priorities that contributed positively to your work.
4. **Challenges Faced:** Acknowledge any challenges or obstacles encountered. Discuss how you overcame these issues or any lessons learned that will assist in future work.
5. **Feedback and Collaboration:** Mention any feedback received from colleagues or supervisors that indicates your progress. If you collaborated with others, reflect on how that teamwork has contributed to your success.
6. **Next Steps:** Conclude by explaining what comes next. Discuss how the progress made will guide your upcoming work priorities and any adjustments you plan to make based on your experiences.

By following these steps, you can present a comprehensive overview of the progress you've made regarding your work priorities, showing both reflection and forward thinking.