

## **A quick guide to completing the PPD plan form using the HUM Pathway Learning and Development Objectives table**

The outline Pathway form is a concise version of our Pathway. The full details, which look at progression at different stages of the PhD, can be found in the Learning and Development Objectives document. It should be used to inform your development and training discussions and plans according to your research stage. It offers a complete map of broad skills and competencies and an indication of the types and location of training opportunities available. You are asked to look at the framework, prioritise your development and form your individual plan for the year, looking both backwards to previous attainment and forwards to future skills acquisition.

### **Section 1: Registration Details:**

This section is straightforward. CHASE funded students should tick both boxes attach a copy of the CHASE form.

### **Section 2 Personal and Professional Development**

**Section 2.1:** as above

**Section 2.2:** please use your last plan as the new HUM Pathway will not have been used prior to the introduction of this system.

**Section 2.3:** Please use the full HUM Learning and Development table to orientate your assessment of your needs against the development outcomes, according to your year of study. The HUM table provides guidance for pre-and post-upgrade development outcomes in a general sense. Concentrate on priorities and identification of themes for the future and the benefits you expect. You may also need to refer to the Vitae RDF as preparation. Detailed and SMART plans are appropriate for section 2.5 and section 3.

**Section 2.4:** Supervisors should use the HUM template for orientation but this section is likely to develop from discussion with individual students and perhaps contain very specific and discipline related additions.

**Section 2.5:** Use this section to present a plan, including SMART targets as well as considering the order and priority in which you need to develop skills, timing, and availability of resources. Development activities are not just training courses but consist of experience based activities, and self-learning as examples. You should also consider enabling factors – for example, will funding applications (external or internal) be necessary?

### **Record of Training and Development Activity.**

**Section 3.1:** Record of mandatory training

The only mandatory training in HUM are courses held over the induction period in year 1. Progress in these should be noted as appropriate.

**Section 3.2:** Record of other development activity completed

This section should be populated with the plan as set out in section 2.5. You can use this as a prompt during the year for noting progress or completion. The final column 'source of training' should be taken as encompassing all forms of development which may not necessarily be formal courses.