**Individual Development Plan**

Guidance on some of the competencies expected

***IMPORTANT! The overarching goal of this doctoral programme is to prepare the student to complete and defend a good PhD thesis. Importantly, it is vital for the students in this programme to complete the thesis within the specified deadline. In order to do this, the students who enter this program, must focus solely on their PhD project and not undertake any other, side projects, which would impede the timely completion of their theses.***

The following points are a non-exhaustive series of aspects that could be covered by the individual development plan, and it is relevant to the short-term objectives that will be set by the researcher and the reviewer at the beginning of the fellowship period. The objectives should be set with respect to the skills and experience that each researcher should acquire at a given time of his/her career. These objectives should be revised at the end of the fellowship and should be used as a pro-active monitoring of progress in the researcher’s career.

**1. Research results.**

These should give an overview of the main direct results obtained as a consequence of the research carried out during the training period. It may include publications, conference, workshop attendance, courses, and /or seminar presentations, patents etc. This will vary according to the area of research and the type of results most common to each field. The information at this level should be relatively general since the individual development plan does not strictly constitute a report on the scientific results achieved.

**2. Research Skills and techniques acquired.**

Competence in experimental design, quantitative and qualitative methods, relevant research methodologies, data acquisition, statistics, analytical skills.

Original, independent and critical thinking.

Critical analysis and evaluation of one’s and others’ findings.

Acquisition of new expertise in areas and techniques related to the researcher’s field and adequate understanding their appropriate application

Foresight and technology transfer, grasp of ethics and appreciation of Intellectual Property Rights.

**3. Research management.**

Ability to successfully identify and secure possible sources of funding for personal and team research. Project management skills relating to proposals and tenders work programming, supervision, deadlines and delivery, negotiation with funding agencies, financial planning, and resource management.

Skills appropriate to working with others and in teams and in team building.

**4. Communication skills.**

Personal presentation skills, poster presentations, skills in report writing and preparing academic papers and books.

To be able to defend research outcomes at seminars, conferences, etc.

Contribute to promote public understanding of one’s own field

**5. Other professional training (course work, teaching activity):**

Involvement in teaching, supervision or mentoring

**6. Anticipated networking opportunities.**

Develop/maintain co-operative networks and working relationships as appropriate with supervisor/peers/colleagues within the institution and the wider research community

**7. Other activities (community, etc) with professional relevance.**

Issues related with career management, including transferable skills, management of own career progression, ways to develop employability, awareness of what potential employers are looking for when considering CV applications etc.

**Individual Development Plan**

Name of student:

Department:

Name of Supervisor:

Name of Co-Supervisor:

Date:

1. **Brief overview of research project and major accomplishments expected** *(half page should be sufficient)***:**

1. **Long-term career objectives (over 4 years):**

1. Goals:
2. What research activity or other training is needed to attain these goals?

1. **Short-term objectives (Year …………..):**

*Before you meet with your Supervisor, please consider the following aspects of your research and training (in the light of the guidelines explained at the beginning of this document):*

1. Research results

* + Anticipated publications:
  + Anticipated conference, workshop attendance, courses, and /or seminar presentations:

2. Research Skills and techniques:

* + Training in specific new areas, or technical expertise etc:

3. Research management:

* + Fellowship or other funding applications planned (indicate name of award if known; include fellowships with entire funding periods, grants written/applied for/received, professional society presentation awards or travel awards, etc.)

4. Communication skills.

5. Other professional training (course work, teaching activity).

6. Anticipated networking opportunities

7. Other activities (community, etc) with professional relevance.

8. Research infrastructure needed for the completion of the objectives.

**MY DETAILED COMMITMENT FOR Year ……….**

*(To be completed by Researcher and Supervisors together: these should be clear, achievable and measurable targets that will move your project on in the year ahead)*

OBJECTIVES

|  |  |  |  |
| --- | --- | --- | --- |
| **Objectives** | **BY WHEN?** | **HOW IS SUCCESS JUDGED? (deliverable outcome)** | **REVIEW OF PROGRESS (in %)** |
|  |  |  |  |
|  |  |  |  |
|  |  |  |  |
|  |  |  |  |

TRAINING (courses required to attain the above objectives)

|  |  |  |
| --- | --- | --- |
| **Course name** | **BY WHEN?** | **COMPLETED?** |
|  |  |  |
|  |  |  |
|  |  |  |
|  |  |  |

Date & Signature of Ph.D. student:

Date & Signature of supervisor:

Date & Signature of co-supervisor: