Key	Experience	Knowledge/understanding	Skill level
1	I have no experience of this.	I have no knowledge/understanding of this.	I have no skill in this area.
2	I have some limited experience of this.	I have a little knowledge/understanding of this.	I have some basic skill in this area.
3	I have regular experience of this, but require further experience to become highly proficient.	I have a good working knowledge of this area, but need to increase my knowledge to become highly proficient.	I am competent in this area, but require further development to become highly proficient.
4	I have extensive experience of this, and am able to use this experience effectively in my research.	I have extensive knowledge in/understanding of this area, which supports my research effectively.	I am highly skilled in this area, to a level that supports my research effectively.
5	I consider myself an expert in this and could train others in the area.	I consider myself an expert in this and could train others in the area.	I consider myself an expert in this and could train others in the area.

You are going to need to refer to this so you can mark your skill in different areas - don't worry too much about the fine detail - 1=I know nothing, 5=I am an expert

Identify where the experience came from

RDF Domain A: Knowledge and Intellectual Abilities
the knowledge, intellectual abilities and techniques to do research

	Current skill level	How has this skill level been obtained (with evidence)?	Required skill level	Priority	Training plan agreed with supervisor(s), i.e. DDP modules, training courses etc.
Knowledge of how to undertake an advanced literature review in my research field	2	I completed a literature in my Masters on a similar subject to my research project	4	next 3-4 months	Work with my supervisor and research team on Literature review module. *Attend 'Fast Track: literature searching and reference management' DDP seminar as soon as it is available*

Your experience may have come from any area of your life, it does not have to be an academic setting

RDF Domain B: Personal Effectiveness
the personal qualities and approach to be an effective researcher

Understanding of the range of career destinations PhDs both within and outside academia	3	I have been planning to work in this field for around 4 years and have completed a number of work placements	4	Low	*Make use of careers service sessions on planning career outside of academia in year 1 or 2*
Anything else identified and agreed by the supervisor and the student [please specify]: *Ability to apply research findings to industry*	1	I have not had to do this before, although I have used my academic training in work placements	3-4	High	Complete 3 month Research placement with industrial sponsor in order to apply research – to take place between May-July of year 1. *Review example case studies provided by supervisor*

Your supervisor may ask you to become involed in some training or experience beyond what is on the standard form

Setting specific dates to achieve things by can be helpful

You can rate the priority however suits you best, on a scale or with dates or some other way - think about how you work well

Enter any ideas you have for training that could be useful - don't worry if you are not sure what you can do, your supervisor will help

RDF Domain C: Research Governance and Organisation
the knowledge of the standards, requirements and professionalism to do research

Knowledge of how to plan and manage a research project	1	I have discussed research project plans with my MSc Supervisor and my PhD supervisors and put forward research plan	4-5	High	*Complete Gantt Chart for Research plan and agree steps for next 3 years with both supervisors. Take advice and learning from supervisors.*

Identify areas for improvement

RDF Domain D: Engagement, Influence and Impact
the knowledge and skills to work with others and ensure the wider impact of research

An ability to communicate orally in an effective manner	2	I have had to give a few small presentations during undergraduate and masters level. However, I need to improve these skills for this level	4	End of year 1	Apply to Engineering presentation event in first year, and other presentation events eg. 3minute thesis or Doctoral Academy events. Then aim to present a first conference.

Training may take many forms, it does not have to be a class or official session