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| **HDR Candidate Name:** |  | | | **Student Number:** | |  |
| **Advisor Name(s):** |  | | | **Discussion Date:** | | Click or tap to enter a date. |
| **Candidature Stage:** | Early Candidature Checkpoint | Progress Review 1 | Progress Review 2 | | Progress Review 3 | |

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| 🛈 **Using this document:**   * **After** completing Steps 1 and 2 of the *HDR Individual Development Plan* process in your *Development Needs Analysis* document, start drafting your *Individual Development Plan*. * Then share this document with your Principal Advisor to discuss your development needs and together plan for the coming year. * Instructions on how to complete each step in the *HDR Individual Development Plan* process can be [found here](https://cdf.graduate-school.uq.edu.au/individual-development-plan). This document relates to Steps 3 to 6. |

In planning your development activities, the Graduate School’s [Career Development Framework](https://cdf.graduate-school.uq.edu.au/) can help with planning, but you can also consider opportunities available external to the institution. Some suggestions for development activities within each broad area include:

**Disciplinary Knowledge and Capability:** Developed a research plan; Completed a literature review; Participated in relevant workshops, e.g., methodology training/data management etc.; Attended academic seminars; Prepared and deliver research seminars/conference papers; Undertook self-directed development opportunities through on-line or external courses (e.g., EdX).

**Transferable Skills:** Undertook an industry placement; Attended relevant seminars, workshops and/or conferences on communication, writing, networking, emotional intelligence etc.; Participated in the 3MT competition; Wrote a research proposal, literature review, confirmation document, thesis; Published in scholarly journals or, for e.g., The Conversation; Assisted in the co-ordination of conferences or seminars.

**Professional Skills:** Undertook an industry placement; Attended relevant seminars and workshops on commercialisation, entrepreneurship, innovation etc.; Attended conferences; Attended networking events and created connections; Used social media in a professional context; Assisted in co-ordination of conferences or seminars; Tutored; Published in scholarly journals or, for e.g., The Conversation; Applied for a grant or award.

**Responsible Researcher Conduct:** Completed the Research Integrity Module [online]; Attended Intellectual Property training; Submitted a request for ethics approval for a research project.

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| 🛈 **A note about the *Individual Development Plan* and Progress Reviews:**   * If an Individual Development Plan is required for your Progress Review meeting and your enrolling unit has not provided an alternate template, you can upload the current completed version of this Individual Development Plan document after you and your Principal Advisor have agreed on its contents. |

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| **Your key development goals** | **Skill** **Level** | **HDR Graduate Attribute** | **Development activities** to achieve your key goals | **When activity will be undertaken** | **Reflection and Review**  completed prior to setting goals for the next year |
| [Example] Improve my ability to verbally communicate my research outside of my discipline | 3 | Transferable skills | Participate in the 3MT competition | End of RQ2 next year | Received good feedback at the School 3MT heat (I need to watch my use of acronyms). Will try again next year! |
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