

# Personal Development Planning

“ It helped me learn to blow my own trumpet”

“ Shows you how far you have come, how you have changed”

“ It helps you organise your thoughts”

“ It made me reflect and question - the questions made you see things in different ways”

“ So much stuff I'd forgotten - but so useful as time goes on”

- Quotes from students



For further information please contact  
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**“...Engaging students in representing their own learning, in creating customised information about their learning and achievements and communicating this information to different audiences with different needs and interests.”** - Vice-Chancellor

## Personal Development Planning

**Personal development planning (PDP) is “a structured process undertaken by individuals to reflect on their own learning, performance and/or achievement and to plan for their personal, educational and career development”.** (QAA, 2000)

Its main aim is to help students learn better and to take responsibility for their own learning. It can help higher education institutions (HEIs) improve the support they give to students and enhance students' employability skills.

The Academy is working with the Centre for Recording Achievement (CRA) to provide support for institutions in this area. This partnership will provide additional capacity and expertise to help institutions by:

- identifying the particular development needs of institutions
- providing a consultancy service

- maintaining a UK-wide networking structure and a programme of activities
- supporting a programme of research and development
- contributing to the development of e-portfolio approaches to support the professional development and recognition of higher education staff.

### **e-PDP and e-portfolios**

Many institutions are choosing to support their PDP strategy with electronic tools. There is a wide range of products available, and the Academy and the CRA are working with the Joint Information

Systems Committee (JISC) to identify developing practice and provide guidance to help institutions get what they want from the technology.

### **Consultancy**

The CRA is providing a consultancy service to higher education institutions. This service aims to offer assistance and advice with:

- the development and implementation of different forms of PDP and e-portfolios
- the evaluation of PDP/e-portfolio practice
- the integration of institutions' PDP systems into their strategies for employability.

You can access this service by emailing [enquiries@recordingachievement.org](mailto:enquiries@recordingachievement.org) or telephoning the CRA on +44 (0) 1942 826761.

[www.heacademy.ac.uk/pdp.htm](http://www.heacademy.ac.uk/pdp.htm)



## Research and evaluation

The identification and promotion of good practice in personal development planning depends on the development of a robust evidence base. The CRA is working with the Academy's Research and Evaluation directorate to develop a workbook and toolkit for evaluating PDP practice. The CRA will be undertaking a national investigation on e-portfolio practice on behalf of the Academy in the next few months. The survey aims to map existing practice and document the approaches being taken as a directory of practice and key contacts.

## Resources

The Academy has a number of useful, evidence-based publications on PDP. These offer different approaches and strategies as well as giving practical advice

on integrating personal development planning into the curriculum. These can be found under Personal Development Planning in the Academy's resource database <http://www.heacademy.ac.uk/resources.asp>

There are five **Guides for Busy Academics:** Personal Development Planning; PDP and Programme Specification; Using PDP to help students gain employment; Learning through reflection; and Enhancing student learning through voluntary work. These can be found at: <http://www.heacademy.ac.uk/963.htm> together with a paper, *Connecting PDP to employer needs and the world of work*.

A **series of institutional projects** relevant to the areas of PDP and e-portfolios can also be accessed from the

Academy website, with descriptions of their goals and outcomes, as well as contact persons or URLs. These include FDTL projects, CETLs, JISC-funded e-portfolio projects, JISC-funded e-tools projects for PDP/e-portfolio implementation, and projects in Scotland <http://www.heacademy.ac.uk/960.htm>

A number of subject-specific resources to support PDP practice are available through the Academy's Subject Centre websites. These can be accessed via the Academy website <http://www.heacademy.ac.uk/SubjectNetwork.htm>

**Institutional case studies** and a wide range of resources are also available on the CRA's website [www.recordingachievement.org/](http://www.recordingachievement.org/)



### Network

The PDP-UK-NETWORK email list has been established as a means of improving support for PDP practitioners and building dialogue between them. The discussion is open to all practitioners and those responsible for implementing PDP policy. It is supported through JSCMAIL and can be accessed through the Academy website <http://www.heacademy.ac.uk/PDP-UK-NETWORK.htm>

The network also produces a quarterly newsletter to help institutions keep abreast of developments and explore key implementation issues.

### Events

There will be a series of regional, national and international events to support this work. Information will be placed on the events page of the Academy website as it becomes available.

### Working in partnership

The Centre for Recording Achievement (CRA) is a UK-wide network-based organisation and a registered educational charity. It has a long and successful record of supporting institutions in designing, implementing and evaluating PDP. The Centre has been designated an Associate Centre of the Higher Education Academy with a brief to support Personal Development Planning and e-portfolio developments and its expertise will be available across the sector.

In Scotland, the Academy and the CRA are working with the Effective Learning Framework (ELF) Joint Working Group\*, to support Scottish institutions through joint activities.

\* Established through SACCA (Scottish Advisory Committee on Credit and Access), Universities Scotland and QAA Scotland to help support Scottish HEIs implement PDP.

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