

Personal Development Planning (PDP)

At De Montfort University, Personal Development Planning (PDP) aims to help you to:

- ☐ **Make the most of your Higher Education experience**
- ☐ **Recognise how you learn as well as what you learn**
- ☐ **Achieve your full potential within your course**
- ☐ **Develop as a highly employable graduate**

PDP provides you with opportunities to:

- ☐ **Reflect on your experience**
- ☐ **Formulate your action plans**
- ☐ **Implement your action plans**
- ☐ **Review your personal academic and career development**



What do I need to do?

You can make the most of PDP by:

- ☐ Completing a self assessment of your skills and experience
- ☐ Preparing for, attending and contribution to one-to-one and group tutorials with your tutor
- ☐ Agreeing your personal action plan with your tutor
- ☐ Taking action as agreed, seeking guidance and support where needed and applying this to your study skills
- ☐ Maintaining your Personal Development Record (PDR), including action plans and reviewing your progress

Continued overleaf...

Personal Development Planning (PDP)

Where do I go for more help and support?

Your Personal Tutor will be your main contact for PDP. Your Personal Tutor and staff in your college or institution Advice Centre (or equivalent) will be able to direct you to sources of support.

How do I keep a PDR?

As a De Montfort University student, you have your own space on the student portal **my.DMU.ac.uk** where you can create and maintain a personal development record (PDR).

Your PDR allows you to:

- ☐ Keep a record of your self reflections on your experience and development
- ☐ Plan any action that you need to take
- ☐ Record actions that you have taken
- ☐ Review your personal academic and career development

You can choose to keep a PDR for your own personal use – alternatively, you may use it in preparation for meetings with your Personal Tutor. If you do choose to use it in this way, do make sure that anything you write on your PDR, you are prepared to share with your Personal Tutor.

Complete the '**Evidence**' and '**Reflection**' columns of the PDR in preparation for your personal tutorial. Agree any actions with your Personal Tutor and then use the '**Action**' column to record these. You can then save the completed record and use it as part of the evidence for your next PDR.

The system has been designed to be very simple and straightforward to use. There are instructions on how to complete the PDR, including Help boxes which give you examples of what to put in the '**Evidence**', '**Reflection**' and '**Action**' columns. However, if you do encounter any difficulties, use the feedback button at the bottom of the front page of your PDR - you will be responded to by email.