



Department of Physics

Skills Training Questionnaire 2010-11

Name: (in capitals)	Current year of study: 1 2 3 (please circle/check year)
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This form is intended to summarise and assess the “skills training” you have undertaken during the past year, and to identify plans, and needs, for the coming year. You should discuss the form with your supervisor before completing it.

The form should be attached to your report, and will be passed to your Assessment Panel for discussion at the end-of-year viva.

1. Background information

Please provide information under the following headings. Give full details of all activities, including dates, under each heading. For example, do not leave out courses you have attended because they seem too specialised to be ‘transferable skills training’.

▪ **Courses attended:**

List all courses – subject specific and transferable skills, together with the results of any assessment.

▪ **Reading assignments:**

▪ **Posters presented:**

▪ **Talks presented:**

▪ **Other conferences attended:**

I.e., conferences where you didn’t present anything

▪ **Papers/reports:**

Indicate current state if not yet published, e.g. ‘2nd draft’, ‘in review’, etc.

▪ **Dissemination of science and other outreach activities:**

This should include school visits, participation in the Galleries exhibition, talks to the public or articles written for the popular press, as well as press interviews, assisting with filming activities in labs, etc.

▪ **Interviews attended:**

▪ **Demonstrating:**

▪ **Links to other researchers:**

Give all collaborations and explain briefly the nature, extent and duration, i.e. what is the purpose? How frequently do you communicate and via what means? Ongoing or from...to?

▪ **Other:**

Give details of any other areas in your life in which you are active, especially those that rely on your transferable skills.

▪ **Activities avoided:**

Are there any activities that you have avoided (e.g. presenting work or asking questions after seminars)?

2. Your overall assessment

Please comment on whether you think your skills training, as summarised above, has been adequate, and whether there are any weaknesses that need to be addressed in the coming year. [Consider broadly your skills in the following areas: presentation, communication (written and verbal), networking, teamwork, motivation, drive, problem-solving, time-keeping, ability to organise your work, independence, initiative, and professional relationships and interpersonal skills. You should also consider technical or subject specific skills.

3. Future plans

Please list any specific plans that you have regarding skills training for the coming year (e.g. meetings or courses you will or hope to attend etc.). Please ensure that you include the current status of the plan, i.e. Is your attendance at a future meeting or course assured or merely a hope? If it is not assured, why not? How important is it that you can attend? Explain why you want to attend.

Signed: (electronic)

Date:

Please email to Tracie.anderson@bristol.ac.uk once complete.