



# Personal Development Plan

## What is a Personal Development Plan (PDP)?

A Personal Development Plan (PDP) is a structured process that enables you to reflect on your current learning and performance and to create a plan for your future learning and career development.

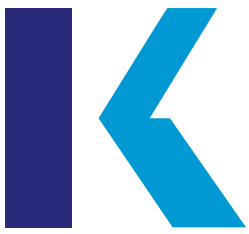
## Why complete a PDP?

By completing your own PDP, you will naturally consider your strengths, weaknesses, opportunities and threats. This will enable you to create a plan that identifies how best to meet your learning and development needs, as well as evaluating and recording your progress.

The PDP will also introduce you to, or help you attend to, your post qualification responsibilities to the SRA under the continuing competence regime. In line with the SRA's guidance, it will help you reflect, plan, address, evaluate and record your learning and development needs and activities. Please see [SRA Continuing Competence](#) for further guidance.

On the following page, a template is attached for you to use. Reflect on the knowledge acquired and record what you will do in order to both maintain and develop further knowledge over the next 12 months.





# Personal Development Plan

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## Reflect

Important goals that I want to achieve:

- 1.
- 2.
- 3.

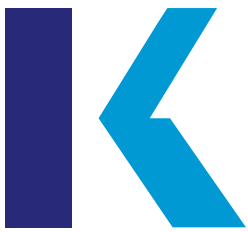
## Plan

How long will it take for me to achieve these goals?

Which skills/knowledge will help me to achieve my goals?

- 1.
- 2.
- 3.

How will I tangibly demonstrate to myself and others that I have achieved my goals?



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What challenges do I anticipate will stop me achieving my goals?

- 1.
- 2.
- 3.

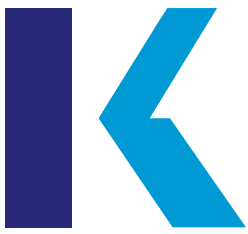
How can I overcome these challenges?

- 1.
- 2.
- 3.

## Address

Things I choose to start doing, stop doing and continue doing which will help me to achieve my goals.

START DOING (eg. good habits/action steps)	STOP DOING (eg. bad habits)	CONTINUE DOING (eg. improve?)
1.	1.	1.
2.	2.	2.
3.	3.	3.
4.	4.	4.
5.	5.	5.



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## Evaluate and Record

My progress:

WHAT'S WORKING WELL (MY ACCOMPLISHMENTS)?	WHAT DO I NEED TO CHANGE (IMPROVE)?
Date:	
Date:	
Date:	

## Notes