**PhD – Individual Development Plan (IDP)**

**Second Year BMS Graduate Students**

**Student name: Date**

**Advisor name:**

**Directions for the student:** This form is a record of the annual review of your IDP. Complete the assessment and discuss with your advisor. You and your advisor need to sign the last page. Keep a copy for yourself, give a copy to the Research Office for inclusion in your file. *Due Sept. 30*

**Skills Assessment**

Rate your accomplishment in each area using the numerical scale where 1= highly deficient and 5 = highly proficient. Use the full range of scores. It is expected that you will be deficient in many areas – that is why you are seeking training.

**Research Skills and Scientific Knowledge** Check if this a target

 skill for this year

Broad based knowledge of science 1 2 3 4 5

Critical evaluation of scientific literature 1 2 3 4 5

Technical skills related to my specific research area 1 2 3 4 5

Experimental design 1 2 3 4 5

Keeping a laboratory notebook 1 2 3 4 5

Statistical analysis and interpretation of data 1 2 3 4 5

Math skills and experience with large data sets 1 2 3 4 5

Understanding submission and the peer review process 1 2 3 4 5

Initiative/independence 1 2 3 4 5

**Communications**

Organization of research proposal or publication 1 2 3 4 5

Writing with appropriate grammar and structure 1 2 3 4 5

Speaking clearly and precisely (no jargon) 1 2 3 4 5

Presenting research to different audiences 1 2 3 4 5

Seeking advice from advisors and mentors 1 2 3 4 5

Working with constructive criticism 1 2 3 4 5

**Independence/Professionalism**

Can independently plan, run, and interpret experiments 1 2 3 4 5

Upholding commitments and deadlines 1 2 3 4 5

Dealing with conflict 1 2 3 4 5

Lab citizenship 1 2 3 4 5

Work ethic 1 2 3 4 5

Managing data and resources 1 2 3 4 5

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| **The following requirements/forms must be completed this year; what is your plan to fulfill them? Dissertation Advisory committee approval (due by Sept 30); Plan of Study; first advisory committee meeting (due by Dec 15); Qualifying exam, if applicable** |
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| **Will you apply for a fellowship during this academic year?** |
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| **What conferences would you like to attend?** |
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**Acquiring Skills and Knowledge**

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| **What are your approaches to address target skill areas for this year?** |
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**Research Development**

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| **Have you developed a project for your dissertation and are you sufficiently comfortable with your understanding of both the scientific rationale and the experimental approaches/techniques necessary to address the hypotheses?** |
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| **What is your approach to learning the literature for your chosen dissertation project?** |
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| **Describe any unanticipated challenges or factors that negatively affected your progress.** |
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| **What do you expect will be your greatest experimental challenges this year?** |
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| **What help can your advisor or other faculty/staff provide? Indicate if you need help finding resources.** |
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**Professional Development**

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| **What do you see as your long-term goals and have these changed since you did your first IDP?**  |
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| **What skills are you most lacking in order to achieve your goal(s)? And what do you plan to work on this year?** |
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| **Do you have plans for experiential learning this year?**  |
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| **Is there anything apart from graduate program activities that you need to obtain desired skills?** |
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**Personal Development**

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| **Your success is tightly linked to your wellness. What are you doing to maintain this?** |
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| **Your success is also linked to your level of confidence. How do you rate yourself and what do you do to improve your self-confidence?** |
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| **Do you feel you have enough time for outside activities? What hinders a healthy work/life balance?** |
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**For the Advisor:**

During your meeting with the student, evaluate if the assessment and plans are realistic and work with the student to modify them if needed. Ask the following questions to review the effectiveness of your interactions with your trainee and add a check mark to indicate that they were completed.

 Do you have enough opportunities to talk about your data with me or to present it to others?

 What other help do you need to help you achieve your goals for the coming year?

 If you, the advisor, know of specific commitments this year that will affect when you can read drafts of papers, proposals, etc. please make the student aware of these. Students should be aware that other commitments may arise and to check the advisor’s schedule before expecting them to return drafts by a certain date.

Signature of Student:

Signature of Dissertation Advisor:

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| Additional comments from the advisor (optional): |
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