

## Faculty of Computer Science and Technology

### Researcher development log sheet

Student name:
Research Group:
Researcher Year: 1 October ..... to 31 July .....
Supervisor:

*(Please see notes on the other side of this sheet)* Please return to Graduate Education by 31 July **each year**.

<b>Nature of skills training</b>	<b>Date(s)</b>	<b>Duration (days)</b>
<b>Total Days (continue on a separate sheet if necessary)</b>		
<b>Undergraduate supervision/demonstrating (Course name)</b>		<b>Hours</b>
<b>Total Hours</b>		

## **Log sheet – Researcher Development**

The purpose of this sheet is to record the various activities and experiences which contribute to your training in transferable, generic skills (i.e. skills which are more general than those associated with your specific research topic and that will help in career development) and the contribution you have made to undergraduate teaching in the Computer Laboratory.

A full record of these will be useful for you in maintaining an accurate CV. No information which identifies an individual will be supplied outside the University.

You should complete the sheet (adding extra sheets in the same format if necessary) and have it approved as a record by your supervisor at the end of the academic year. You will be issued with a new sheet at the beginning of every academic year.

Examples of Researcher Development training can be found at <http://www.cl.cam.ac.uk/local/phd/transferableskills.html>

In the column headed 'Duration' you can aggregate periods of time, for example, by entering 'Attendance at group seminars, 20 hours over year, Oct 14– Sept 15, 2.5 days'

Ideally, we are looking for about 10 working days of such activities, so about 75 hours in all but we do understand that in your final year your focus will be elsewhere. Nonetheless, we hope you will not just be writing up. If you had your training paid for by the Researcher Development budget or the department, please indicate this on the log sheet.

**We are also looking at the number of hours you supervise undergraduate students for the Computer Laboratory. Please list all the courses for which you provide supervisions and also demonstrating (ticking).**

*At the end of the academic year, or during your annual progress review meeting, you should review the sheet with your supervisor who should approve and sign it. You should then send the original and a photocopy (keeping a copy for yourself) to Lise Gough, Graduate Education Office (FS05), Computer Laboratory by 31 July each year.*

Signatures:

Student

Supervisor

Date:

*GradEd Received:*

*Researcher Development Officer::*