Personal Development Record

NAME: **DATE:**

JOB TITLE:

MEMBERSHIP NUMBER: **MEMBERSHIP GRADE:** MNI

Date(s)	Type of CPD	Activity	Reason	Impact	Action
	Structured/ Unstructured/ Unplanned	*Name of course/ event or description of your activity*	*Why did you choose to undertake this activity? Does it help you to achieve one of your goals?*	*What did you learn?*	*How will you apply this knowledge? Is further action required?*
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S = Structured
Formal education/training courses with assessed learning objectives.

US = Unstructured
Conferences, seminars, branch meetings, job shadowing or mentoring where there is no assessment or predefined learning objectives.

UP = Unplanned
Unstructured activities with no prior planning such as learning from successes and mistakes, learning from feedback, peer group discussions, free resources or technical reading.

This document should be saved for future reference.

You can only submit your form for expert feedback and validation if you are a member of The Nautical Institute.

If you aren't a Nautical Institute member, find out about the benefits and application process here:

www.nautinst.org/membership

Thank you for participating in CPD Online.