# APPENDIX 2: Placement Year Learning Objectives – Progress Review 1

This exercise should be carried out approximately 3 months after the date of setting your original learning objectives. You should complete parts 1 and 2 independently and then discuss this with your line manager. Your line manager should complete part 3 giving one tick per category. Part 4 should be completed by you after discussion with your manager. Both you and your manager need to sign the document.

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| --- | --- | --- | --- | --- | --- |
| **Learning Categories** | **1. Learning Objectives**  Taken from Exercise 1 | **2. Evidence of progress to date**  What have you been doing? | **3. Line Manager to complete**  **(Tick as appropriate – one tick per category)** | | |
| Does not meet expectations | Meets expectations | Exceeds expectations |
| **Technical Skills** |  |  |  |  |  |
| **Working with Others** |  |  |  |  |  |
| **Self-Management** |  |  |  |  |  |
| **Commercial Awareness** |  |  |  |  |  |
| **Personal and professional development** |  |  |  |  |  |

**4. Use this space to record any action points arising from the review meeting and any new or amended goals that you will be taking forward for the next review period.**

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| --- | --- |
|  | **Action points/goals** |
| **Technical Skills** |  |
| **Working with others** |  |
| **Self-management** |  |
| **Commercial Awareness** |  |
| **Personal and professional development** |  |

**Agreed date for second review meeting:**

|  |  |  |  |
| --- | --- | --- | --- |
| **Date** | **Student Name** | **Student signature** | **Supervisor signature** |
|  |  |  |  |