**Postgraduate Record of Supervisions and Training**

You are expected to record all meetings with your supervisor on Tabula throughout the year, and to include details of training and teaching completed on the annual review form.

However, you might also find it useful to keep an on-going record of supervisions and training for your own records. A template is provided here.

**Name of Student:**

**Name(s) of supervisor/s:**

 (if more than one, please indicate which the meetings below were with)

**Topic of Research:**

**Year of study:**

|  |  |  |
| --- | --- | --- |
| **Date of meeting** | **Topics discussed/work submitted** | **Recommendations and follow-up** |
| Oct |  |  |
| Nov |  |  |
| Dec |  |  |
| Jan  |  |  |
| Feb |  |  |
| March |  |  |
| Details of work-in-progress paper |  |  |
| April |  |  |
| May |  |  |
| PG colloquium paper |  |  |
| June |  |  |
| July |  |  |
| August |  |  |
| September  |  |  |

**Other information:**

**Teaching carried out this year:**

**Language or other Training completed:**

**Details of papers given/conferences attended:**