

References

- Archer, W and Davison, J (2008) *Graduate Employability: what do employers think and want?*, the Council for Industry and Higher Education (CIHE), available at: www.cihe-uk.com/docs/PUBS/0802Grademployability.pdf
- Atlay, M (2005) PDP: To assess or not to assess?, in *PDP-UK Newsletter, issue 3*, April 2005, available from: www.recordingachievement.org/pdpuk
- Atlay, M (2006) Embedding PDP practice in the curriculum, in *Personal Development Planning and Employability*, p 14, York: Higher Education Academy, available at: www.heacademy.ac.uk/assets/York/documents/ourwork/tla/employability_enterprise/web0368_learning_and_employability_series2_pdp_and_employability.pdf
- Atlay, M (2009) Integrating PDP practice in the curriculum, in *Personal Development Planning and Employability*, revised edition. York: Higher Education Academy, available from: www.heacademy.ac.uk/resources/publications/learningandemployability
- Ball, I and Manwaring, G (2010) *Making it work: a guidebook exploring work-based learning*, Glasgow: QAA, available from: www.qaa.ac.uk/Publications/InformationAndGuidance/Pages/Making-it-work-a-guidebook-exploring-work-based-learning.aspx
- Baume, D (2007) *A Guide for evaluating PDP ventures*, available from: www.recordingachievement.org/downloads/KD-EvaluationToolkits.pdf
- Biggs, J (1996) Enhancing Teaching through Constructive Alignment, *Higher Education*, volume 32, number 3, pp 347-364
- Bloom, B, Englehart, M, Furst, E, Hill, W and Krathwohl, D (1956) *Taxonomy of Educational Objectives: The Classification of Educational Goals. Handbook 1: Cognitive Domain*, New York: Longmans
- Brennan, J and Little, B (2006) *Towards a strategy for workplace learning*, London: Centre for Higher Education Research and Information, available from: www.hefce.ac.uk/pubs/rereports/2006/rd09_06/report.htm
- British Dental Association (undated) *Meeting your CPD Need*, available to members of the BDA at: www.bda.org/dentists/education/cpd/selecting/meeting-your-cpd-needs.aspx
- Centre for Recording Achievement (2007) *CRA Higher Education Case Studies: University of Dundee: An institution-wide e-portfolio-based PDP scheme for undergraduates which incorporates employability and career planning themes*, [online] available at: www.recordingachievement.org/he/case_studies_detail.asp?id=109
- Chan, T, Corlett, D, Sharples, M, Ting, J and Westmancott, O (2005) *Developing Interactive Logbook: A Personal Learning Environment*, proceedings of the 2005 IEEE International Workshop on Wireless and Mobile Technologies in Education, available at: <http://faculty.kfupm.edu.sa/COE/mayez/ABET/ABET-PDF/student-portfolio/log-book.pdf>
- Centre for Recording Achievement (2009a) *PDP and e-Portfolio UK Newsletter*, available at: www.recordingachievement.org/pdpuk/default.asp

Centre for Recording Achievement (2009b) website: www.recordingachievement.org

Centre for Recording Achievement (2009c) *Employers and CPD/Introduction*, available at: www.recordingachievement.org/employability

Centre for Recording Achievement (2009d) National Action Research Network on Researching and Evaluating Personal Development Planning and e-Portfolio, available at: www.recordingachievement.org/narn

Clegg, S (2004) Critical readings: progress files and the production of the autonomous learner, *Teaching in Higher Education*, volume 9, number 3, pp 287-298, available to buy from:

www.ingentaconnect.com/content/routledg/cthe/2004/00000009/00000003/art00002

Clegg, S and Bradley, S (2006) Models of Personal Development Planning: practice and processes, *British Educational Research Journal*, volume 32, issue 1, pp 57-76, available to buy from:

www.ingentaconnect.com/content/routledg/cber/2006/00000032/00000001/art00005

Corkhill, H (2007) Work-based Learning and Personal Development Planning: integration or separation within the UK Foundation Degree Curriculum?, in Roodhouse, S, Bowley, M and McKeivitt, C (eds) (2007) *Putting Work Based Learning into Practice*, pp 30-38, York: University Vocational Awards Council, available at:

<http://213.5.176.40/~uvacacuk/wp-content/uploads/2010/08/UVAC-Conference-Proceedings-2006.pdf>

Cottrell, S (2003) *Skills for Success: The Personal Development Planning Handbook*, Palgrave: Basingstoke

Croot, D (2001) *Developing and Implementing Institutional Policy on PDP. A bottom-up approach to PDP's, offering a choice to Departments: an evaluation*, presentation available at: www.heacademy.ac.uk/resources/detail/id146_a_bottom_up_approach_to_pdp

Edwards, G (2005) *Connecting PDP to Employer Needs and the World of Work*, York: The Higher Education Academy, available at: www.heacademy.ac.uk/resources/detail/resource_database/id71_connecting_pdp_edwards

Gough, DA, Kiwan, D, Sutcliffe, K, Simpson, D and Houghton, N (2003) A systematic map and synthesis review of the effectiveness of personal development planning for improving student learning, in: *Research Evidence in Education Library*, London: EPPI-Centre, Social Science Research Unit, Institute of Education, University of London, available at: <http://eppi.ioe.ac.uk/cms/Default.aspx?tabid=309>

Gray, D (1999) *Work-based Learning, Action Learning and the Virtual Paradigm*, paper presented at the European Conference on Educational Research, Lahti, Finland 22-25 September 1999, available at: www.leeds.ac.uk/educol/documents/00001260.htm

Haigh, J (2008) Integrating Progress Files into the Academic Process: A review of Case Studies, *Active Learning in Higher Education*, volume 9, issue 1, pp 57-71, available to subscribers at: <http://alh.sagepub.com/cgi/reprint/9/1/57.pdf>

Harvey, L and Drew, S (2006) *The first year experience: briefing paper, overview for higher education policy makers and practitioners*, York: The Higher Education Academy, available at: www.heacademy.ac.uk/assets/York/documents/ourwork/research/FYE/web0577_the_first_year_experience_overview_for_higher_education_policy_makers_and_practitioners.pdf

Higher Education Academy (2005) *Guide for Busy Academics No. 5: Enhancing student learning through voluntary work*, York: The Higher Education Academy, available from: www.heacademy.ac.uk/resources/detail/resource_database/id70_guide_for_busy_academics_no5

Higher Education Academy (2007) *Personal Development Planning and Employability*, York: The Higher Education Academy, available from: www.heacademy.ac.uk/resources/publications/learningandemployability

Higher Education Academy (2009a) *Personal Development Planning (PDP)*, [online] available at: www.heacademy.ac.uk/ourwork/learning/pdp

Higher Education Academy (2009b) *Personal Development Planning (PDP) Forum*, [online] available at: www.heacademy.ac.uk/aboutus/scotland/institutions/pdpforum

Higher Education Academy (2009c) *English Subject Centre: Case Studies*, [online] available at: www.english.heacademy.ac.uk/explore/publications/casestudies/technology/eportfolio.php

Higher Education Academy (2009d) *Scottish Higher Education Employability Network (SHEEN)*, [online] available at: www.heacademy.ac.uk/aboutus/scotland/institutions/sheen

Higher Education Academy (2009e) *What is Reflection?*, [online] available at: www.engsc.ac.uk/er/pdp/reflection.asp

Higher Education Academy (2009f) *Disciplinary approaches: Student employability profiles*, [online] available at: www.heacademy.ac.uk/ourwork/learning/employability/disciplines

Higher Education Academy (2011) *PDP - Personal Development Planning*, available at: www.heacademy.ac.uk/ourwork/teachingandlearning/pdp

Hinett, K (2002a) *Improving learning through reflection - part one*, York: The Higher Education Academy, available from: www.heacademy.ac.uk/resources/detail/id485_improving_learning_part_one

Hinett, K (2002b) *Improving learning through reflection - part two*, York: The Higher Education Academy, available from: www.heacademy.ac.uk/resources/detail/id516_improving_learning_through_reflection_part2

Individualised Support for Learning through Eportfolios (ISLE) Project (2009) *Matrix theme: Embedding PDP into the curriculum*, available from: <http://isle.paisley.ac.uk/Lists/Matrix%20themes/DispForm.aspx?ID=4&Source=http%3A%2F%2Fisle%2Epaisley%2Eac%2Euk%2FLists%2FMatrix%2520themes%2FAllItems%2Easpx>

Institution of Civil Engineers (2009) *Continuing Professional Development*, London: ICE, available at: www.ice.org.uk/joining/document_details.asp?Docu_id=1082&faculty=14

- Jackson, N (2001a) *Personal development planning: what does it mean?*, York: The Higher Education Academy, available at:
www.heacademy.ac.uk/resources/detail/id465_pdp_what_does_it_mean
- Jackson, N (2001b) *Subject Benchmarking Statements and Personal Development Planning: LTSN Generic Centre Working Paper 3*, available at: www.heacademy.ac.uk/resources/detail/id101_Subject_Benchmarking_and_Personal_Development_Planning
- Jackson, N (2003) Building capacity to support PDP: an optimistic vision of large scale and complex change, in *Personal Development Planning*, ed Gosling, D, Birmingham: SEDA
- Jackson, N (2006) *Work Placements and Placement Learning: views of work placement tutors and colleagues involved placement management*, Guildford: Surrey Centre for Excellence in Professional Training and Education (SCEPTRE), available at:
<http://learningtobeprofessional.pbworks.com/f/PLACEMENT+LEARNING+WORKING+PAPER+VERSION+1+JULY+FINAL.pdf>
- Jackson, N and Ward, R (2004) A fresh perspective on progress files - a way of representing complex learning and achievement in higher education, in *Assessment & Evaluation in Higher Education*, volume 29, issue 4, pp 433-449, available to buy from:
www.informaworld.com/smpp/content~content=a713611230
- JISC (2005) *Getting what you want: Implementing Personal Development Planning through e-portfolio*, available at: www.jisc.ac.uk/uploaded_documents/Guidance_final.doc
- JISC (2008) *Personal Development Planning for Cross-Institutional Lifelong Learning (PDP4XL2)*, available at: www.jisc.ac.uk/whatwedo/programmes/elearningcapital/xinstitut1/pdp4xl2.aspx
- JISC (2010) *Leap2A: Enabling e-portfolio portability*, Bristol: JISC, available from:
www.jisc.ac.uk/publications/briefingpapers/2010/bpleap2a.aspx
- JISC (2011) *WBL Maturity Toolkit*, available at:
<http://wbltoolkit.pbworks.com/w/page/35396849/Home%20page%20-%20WBL%20Maturity%20Toolkit>
- Jones, E (2010) Enhancing professionalism through a professional practice portfolio, *Reflective Practice*, volume 11, issue 5, pp 593-605, available from:
www.tandfonline.com/toc/crep20/11/5
- Juleff, L (2004-05) *Enhancing Employability Skills - The Placement Portfolio*, available at:
www.enhancementthemes.ac.uk/documents/events/20041020/napieradditionalcasestudy2.doc
- Kember, D, McKay, J, Sinclair, K and Wong, FKY (2008) A four-category scheme for coding and assessing the level of reflection in written work, in: *Assessment and Evaluation in Higher Education*, volume 33, issue 4, pp 369-379
- Keynote Project (2002) *Personal Development Planner 4 Goals [setting SMART objectives]*, [online] available at: www.leeds.ac.uk/textiles/keynote/Keynote_PDP/goals_s.htm
- Knox, H and Wyper, J (2008) *Quality Enhancement Themes: The First Year Experience, Personalisation of the First Year*, Glasgow: QAA Scotland, available from:
www.enhancementthemes.ac.uk/themes/FirstYear/outcomes.asp

Kumar, A (2007) *Personal, Academic & Career Development in Higher Education - SOARing to success*, London and New York: Routledge, Taylor & Francis, available to buy from: www.routledge.com/professional/978041542360-1/aboutbook.asp

LearnHigher Centre for Excellence in Teaching and Learning (2008) Current PDP Research, available at: www.learnhigher.ac.uk/learningareas/pdp/pdpresearch.htm

London Deanery (2011) *Work-based assessment and the portfolio*, available at: www.faculty.londondeanery.ac.uk/e-learning/workplace-based-assessment/workplace-based-assessment-and-the-portfolio

Miller, K, Calder, C, Martin, A, McIntyre, M, Pottinger, I and Smyth, G (2008) *Quality Enhancement Themes: The First Year Experience, Personal Development Planning in the First Year*, available from: www.enhancementthemes.ac.uk/themes/FirstYear/outcomes.asp

Moon, J (2001) *PDP Working Paper 4: Reflection in Higher Education Learning*, York: The Higher Education Academy, available at: www.heacademy.ac.uk/resources/detail/id72_Reflection_in_Higher_Education_Learning

Moon, J (2005) *Guide for Busy Academics No. 4 Learning through Reflection*, York: The Higher Education Academy, available at: www.heacademy.ac.uk/resources/detail/id69_guide_for_busy_academics_no4_moon

National Centre for Volunteering (2001) *Employee Volunteering: The Guide*, London: National Centre for Volunteering, available at: www.volunteering.org.uk/NR/rdonlyres/1D0E311D-6540-44BB-B18A-7A8178DC39B4/0/evguide.pdf

NHS Education for Scotland (2008) *Introduction and Guidelines: Work-based Learning*, available at: www.nes.scot.nhs.uk/media/8366/IntroductionandGuidelinesforWBL-FINALforwebsite27.3.08.pdf

NHS Education for Scotland (2010) *Out of Hours Unscheduled Care Advanced Clinical Practice Portfolio*, available at: www.nes.scot.nhs.uk/media/12050/OOH_Advanced_Clinical_Practice_Portfolio.pdf

Palgrave (2009) *Skills for Study: Structured Reflection*, Basingstoke: Macmillan, available at: www.palgrave.com/skills4study/pdp/structured/index.asp

Peters, J (2006) *Appendix 17: Issues to Consider when designing a Progress File System*, Progress Files Development Project, available from: www.e-developments.org/reports

Peters, J (2007) *Using the Personal Development Planning Evaluation Guides and Tools*, available at: www.recordingachievement.org/downloads/KD-EvaluationToolkits.pdf

Quality Assurance Agency (2001) *Guidelines for HE Progress Files*, Gloucester: QAA, available at: www.qaa.ac.uk/academicinfrastructure/progressFiles

Quality Assurance Agency for Higher Education (2003) *Handbook for Institutional review: Wales*, Gloucester: QAA, available at: www.qaa.ac.uk/reviews/reviewWales

Quality Assurance Agency for Higher Education (2004) *Code of practice for the assurance of academic quality and standards in higher education. Section 1: Postgraduate research programmes*, Gloucester: QAA, available at: www.qaa.ac.uk/academicinfrastructure/codeofpractice/section1

Quality Assurance Agency for Higher Education (2006a) *Handbook for institutional audit: England and Northern Ireland*, Gloucester: QAA, available at: www.qaa.ac.uk/reviews/institutionalAudit/handbook2006

Quality Assurance Agency for Higher Education (2006b) *Code of practice for the assurance of academic quality and standards in higher education, Section 7: Programme design, approval, monitoring and review*, Gloucester: QAA, available at: www.qaa.ac.uk/academicinfrastructure/codeOfPractice/section7

Quality Assurance Agency for Higher Education (2006c) *Research Teaching Linkages: enhancing graduate attributes Enhancement Theme*, [online] available at: www.enhancementthemes.ac.uk/themes/ResearchTeaching

Quality Assurance Agency for Higher Education (2007) *Effective Learning Framework: Using focused learner questions in personal development planning to support effective learning*, [online] available at: www.enhancementthemes.ac.uk/ELF/downloads.asp

Quality Assurance Agency for Higher Education (2008) *Enhancement-led institutional review handbook: Scotland (Second edition)*, Gloucester: QAA, available at: www.qaa.ac.uk/reviews/ELIR/handbook08final

Quality Assurance Agency for Higher Education (2009) *Personal development planning: guidelines for institutional policy and practice*, Gloucester: QAA, available at: www.qaa.ac.uk/academicinfrastructure/progressFiles/guidelines/PDP

Quinton, S and Smallbone, T (2008) PDP implementation at English universities: what are the issues? *Journal of Further and Higher Education*, volume 32, issue 2, pp 99-109

Raelin, JA (2008) *Work-Based Learning: Bridging Knowledge and Action in the Workplace*, San Francisco: John Wiley

Roberts, G (2001) *SET for success: The Supply of People with Science, Technology, Engineering and Mathematics Skills*, available at: www.hm-treasury.gov.uk/ent_res_roberts.htm

Robertson, P (2005) *Personal Learning Planning in Scotland 1998-2005*, available at: www.ltscotland.org.uk/Images/PLP%20review%20paper2%201%20DEC%202005vp_tcm4-384295.pdf

Ross, D (2007) *Employability: Effective learning and employability*, Gloucester: QAA, available from: www.enhancementthemes.ac.uk/themes/Employability/publications.asp

Rowden, RW (2007) *Workplace Learning: Principles and Practice*, Malabar, Florida: Krieger Publishing Company

Royal College of Psychiatrists (2009) *A suggested checklist for developing a PDP*, [online] available at: www.rcpsych.ac.uk/training/cpd/pdpcheck-list.aspx

Royal Institute of British Architects (2009) *CPD at the RIBA*, [online] available at: www.architecture.com/EducationAndCareers/CPD/CPDAtTheRIBA.aspx

Royal Town Planning Institute (2008) *RTPI Education Review (Policy Statement on Initial Planning Education)*, [online] available at: www.rtpi.org.uk/item/1638

- Royal Town Planning Institute (2009) *Professional Development Plan (PDP)*, [online] available at: www.rtpi.org.uk/cgi-bin/item.cgi?id=240&d=pg_dtl_art_news&h=0&f=0
- Saich, G (2005) Approaches to integrating student support, in: *Enhancing practice: Responding to Student Needs*, pp 72-106, Gloucester: QAA, available from: www.enhancementthemes.ac.uk/publications/default.asp
- Scottish Credit and Qualifications Framework (2009) *Overview of the Framework*, [online] available at: www.scqf.org.uk/AbouttheFramework/Overview-of-Framework.aspx
- Scottish Further Education Funding Council (2004) *Learning to Work: Enhancing Employability and Enterprise in Scottish Further and Higher Education*, Edinburgh: SFEFC, available from: http://archive.sfc.ac.uk/publications/pubs_other_sfcarchive.htm
- Scottish Government (2007) *Skills for Scotland: A Lifelong Skills Strategy*, Edinburgh: The Scottish Government, available from: www.scotland.gov.uk/Publications/2007/09/06091114/0
- Scottish Qualifications Authority (2004) *Tutor Guide to Assessment and Implementation: DE3R 34: Personal Development Planning*, available from: www.sqa.org.uk/sqa/files/hn/DDE3R34.pdf
- Skinner, H, Blackey, H and Green, PJ (2010) Accrediting informal learning: drivers, challenges and HE responses, *Higher Education, Skills and Work-based Learning*, volume 1, issue 1, pp 52-62, available from: www.emeraldinsight.com/journals.htm?issn=2042-3896&volume=1&issue=1
- Streeting, W (2007) *PDP and Beyond; a perspective from the student world* in PDP-UK Newsletter issue 10 - March 2007, available from: www.recordingachievement.org/pdpuk
- Strivens, J (2006a) *Personal Development Planning: Are We Achieving our Goal?*, in: ESCalate, issue 5, available from: <http://escalate.ac.uk/2619>
- Strivens, J (2006b) *Efficient Assessment of portfolios*, Centre for Recording Achievement, available from: www.open.ac.uk/pbpl/resources/details/detail.php?itemId=460d156285141
- Strivens, J (2007) *A Survey of e-pdp and e-portfolio practice in UK Higher Education*, available from: www.heacademy.ac.uk/resources/detail/id631_survey_of_epdp_and_eportfolio_practice
- UK Centre for Legal Education (2009) *Using e-portfolios in legal education*, [online] available at: www.ukcle.ac.uk/research/projects/eportfolios.html
- UK GRAD (2008) *Personal Development Planning and Related Practice in Postgraduate and Postdoctoral Research: UK GRAD PDP Database*
- UK Research Councils (2001) *Joint Statement of Skills Training Requirements of Research Postgraduate*, RCUK: Swindon, available at: www.vitae.ac.uk/policy-practice/1690/Joint-Skills-Statement.html
- Universities UK (2007) *Beyond the honours degree classification: The Burgess Group final report*, available from: www.universitiesuk.ac.uk/Publications/Pages/Publication-272.aspx
- University of Glasgow (2009) *What is Work Related Learning (WRL) in the Context of Higher Education?* Glasgow: University of Glasgow, available from: www.gla.ac.uk/services/aulw

University of the West of Scotland (no date) *Personal Development Planning*, available at: www.uws.ac.uk/signposts/pdp-signpost.asp

Ward, R (2007) The opportunities and challenges of Burgess... *PDP-UK Newsletter*, issues 12, December 2007, available from: www.recordingachievement.org/pdpuk

Weyers, JDB (2007) An Analysis of Policy and Strategy Factors in Relation to PDP in *PDP-UK Newsletter*, issues 11, June 2007, available from: www.recordingachievement.org/pdpuk

Whittaker, R (2008) *Quality Enhancement Themes: The First Year Experience, Transition to and during the first year*, available from: www.enhancementthemes.ac.uk/themes/FirstYear/outcomes.asp

Williams, A and Thurairajah, N (eds) (2000) *Work-based Learning: Working the Curriculum: Approval, Delivery & Assessment*, Salford: University of Salford, available from: www.cebe.heacademy.ac.uk/employerengagement/list.php

Yorke, M (2006) *Learning & Employability Series 1: Employability in higher education: what it is - what it is not*, York: The Higher Education Academy, available from: www.heacademy.ac.uk/resources/publications/learningandemployability

Yorke, M and Knight, P (2004) *Embedding Employability into the Curriculum*, York: Learning and Teaching Support Network, available at: www.qualityresearchinternational.com/ese/relatedpubs/Embedding%20employability%20into%20the%20curriculum.pdf