**MPLS Training Needs Analysis: Core generic, research and discipline related skills for graduate students**

The list of core generic skills and resulting training needs analysis have been compiled at the request of MPLS DPhil students, and to provide a supporting structure for you and your supervisor to talk about and plan for the skills and experience you will need and want to develop throughout your DPhil. The first part of the training needs analysis is structured around the core generic skills; you should complete the space provided at the end with the discipline and research specific skills you will need. You might want to start the training needs analysis process by discussing these with your supervisor.

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| **Core and related discrete skills**  | **Standard** | **Yes/ No / Partly / Other notes****Is this a current development need?** | **Action ( What? By when?)** |
| Writing * Referencing
* Grammar, punctuation and spelling
* Structure
* Clarity and narrative flow
* Argument and critical analysis
 | 1. Able to write a thesis to a high standard2. Coherent, purposeful, structured, critical writing3. (In later years) Able to write to the standard of lead author on journal article / funding application |  |  |
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| Research Ethics and Integrity | Able to design, carry out, and report on research to meet the ethical and integrity standards of your discipline(s) |  |  |
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| Owning a Successful DPhil / Managing your Supervisor* Independence
* Confidence
* Assertiveness
* Responsibility
* Communication
* Commitment
* Time management
* Resilience
 | Actively taking responsibility for the success of your DPhil |  |  |
| **Core and related discrete skills**  | **Standard** | **Yes/ No / Partly / Other notes****Is this a current development need?** | **Action (What? By when?)** |
| Presentation skills* Understanding your own presentational style
* Planning, selecting and structuring content
* Creating AV materials
* Delivery – body language, tone of voice, audience engagement
 | Able to communicate scientific ideas effectively within your discipline and engage with questions in a variety of contexts.  |  |  |
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| Managing your DPhil Project* Basic project management skills
 | Able to devise and maintain a comprehensive and up to date plan for completing your DPhil on time |  |  |

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| **Core and related discrete skills**  | **Standard** | **Yes / No / Partly /Other notes****Is this a current development need?** | **Action (What? By when?)** |
| Completing your DPhil / Writing your Thesis and Viva Preparation | 1. Able to complete a DPhil that meets the requirements of the University’s examinations procedures(See guidelines for examiners: <https://www.mpls.ox.ac.uk/study/additionalinformation/examinations-for-higher-degrees> and <https://www.ox.ac.uk/students/academic/guidance/graduate/progression?wssl=1> 2. Understand the formal requirements and purpose of the viva3. Understand the formal processes and possible outcomes4. Able to employ strategies to prepare effectively |  |  |

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| **Core and related discrete skills** | **Standard** | **Yes / No / Partly /Other notes****Is this a current development need?** | **Action (What? By when?)** |
| Career development* Taking ownership and responsibility
* Assessment of skills and experience
* Presenting self effectively through CV and other means
* Awareness of career landscape
* Networking and collaborating
 | 1. Have an awareness of the need to consider careers early in the DPhil2. Think and plan for the career at appropriate times during the DPhil |  |  |
| Additional Career skills For example teaching, internship, public engagement, enterprise.These should be added as appropriate throughout your DPhil |  |  |  |

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| **Core and related discrete skills**  | **Standard** | **Yes / No / Partly /Other notes****Is this a current development need?** | **Action (What? By when?)** |
| Research BasicsDiscrete skills will be appropriate to and defined by your discipline and department. Examples include:* Keeping lab books
* Finance – eg for field work
* Researcher data storage and management
* Technical skills
* Understanding the importance of doing reproducible / repeatable research
* How to make your research useful
* The scientific method
* Good laboratory practice
* Lab safety
* Basic Statistics
* Statistical analysis
* Programming
* Health and Safety
 | You will have the essential skills and training you need to be able to make timely progress in your discipline and department |  |  |

**Research and discipline related skills to be added by student and supervisor**

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| **Research and discipline specific skills, and those related to individual needs / aspirations** | **Standard** | **Yes / No / Partly /Other notes****Is this a current development need?** | **Action (What? By when?)** |
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