

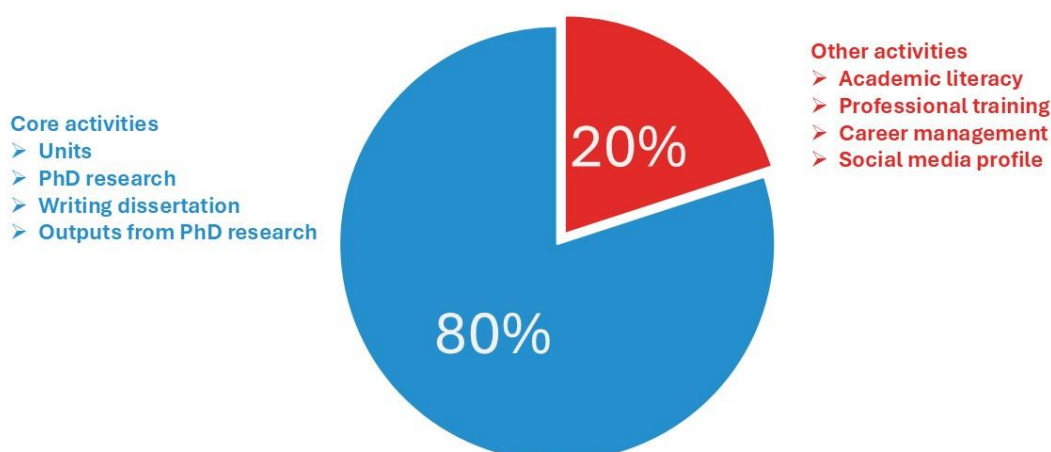


Development Needs Analysis (DNA)

If your SWDTP studentship funding began in September 2024 or later, you are expected to engage with Development Needs Analysis (DNA) on an ongoing basis as part of your PhD studies. The aim is to support you in developing skills, knowledge and experience that help you establish or meet personal and career aspirations, be it in academia or beyond. Funding is conditional on engagement with this important process.

Researcher Development is embedded in your studentship

The SWDTP suggests an approximate split where 80% of your time throughout your studentship is focused on core PhD project activities while the remaining 20% is focused on other development activities that help you meet training gaps, and personal and professional objectives and aspirations.



Engaging with Development Needs Analysis (DNA)

Your engagement with Development Needs Analysis (DNA) began when you applied for an SWDTP studentship where you conducted a self-assessment of your skills and knowledge. This was analysed by the SWDTP and, where necessary, additional training and development activities (e.g. MRes, methodology units, self-directed learning etc.) were listed in your offer letter which you must undertake as a condition of your funding.

Throughout your funded period, you will also engage with the DNA process on an ongoing basis. Evidence of your engagement is recorded in a DNA log provided to you by the SWDTP hub. This resource is a OneNote document, the link for which is sent to you around



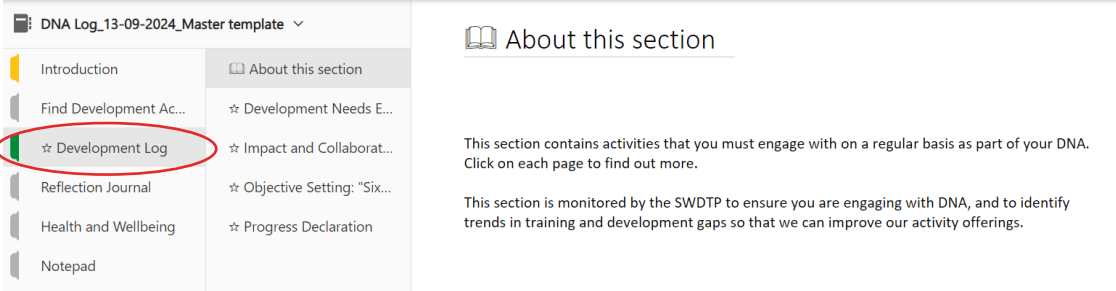
the commencement of your studentship. The OneNote document facilitates the following DNA activities:

- Regularly reflecting on any training and development activities that you do
- Evaluating whether activities are helping you reach your identified development needs, goals and aspirations
- Setting objectives to help you reach your identified development needs, goals and aspirations
- Completing the Progress Check declaration form for the different key activities listed

Parts of your DNA log will be monitored

Your ESRC funding is subject to your ongoing engagement with the SWDTP's Development Needs Analysis (DNA) process. ESRC also requires the SWDTP to capture and report on DNA data in order to determine current or future training and development needs. It is for these reasons only that the SWDTP must monitor your engagement with this resource.

We will monitor activity in all pages within the Development Log section of your DNA log. i.e. you must complete the activities as instructed on these pages. These pages are marked with a star (☆)



Activity	Summary
☆ Development Log	This section contains activities that you must engage with on a regular basis as part of your DNA. Click on each page to find out more.
☆ Impact and Collaborat...	This section is monitored by the SWDTP to ensure you are engaging with DNA, and to identify trends in training and development gaps so that we can improve our activity offerings.

We will monitor activity in all pages within the "Development Log" section of your DNA log

The following activities make up the Development Log. Further information and instructions can be found on their respective page:

Activity	Summary
Development Needs Evaluation Matrix	This matrix is designed to help chart your researcher development so far, including what skills you've acquired or brought with you going into your PhD, and what you might want to prioritise going forward. Grouped by development stages and domains, the example activities in each cell are meant to be suggestions to help meet development needs and goals which you have identified, perhaps with the help of your supervisor or



	other mentors. By mapping past experiences and planned activities onto the matrix, the goal is to regularly assess whether your development journey is helping you meet your own objectives and aspirations, and what opportunities you can focus on exploring next.
Impact and Collaboration Tracker	This page is a log for the following – self-directed learning, use of additional SWDTP grants, and other impact and collaboration activities that you undertake.
Objective Setting: “Sixty Second Scribble”	This tool encourages you to regularly take a little bit of time out to sense check how you are feeling about your training and development needs. Rather than spending a lot of time crafting fully developed reflections entries, the prompts help you generate an ongoing log of short statements so you can keep track of your strengths, weaknesses, achievements and goals.
Progress Declaration	Use this self-declaration form to confirm with the SWDTP that you have completed a compulsory activity or component.

Other parts of your log will not be monitored

We recognise that reflection can contain personal, confidential or sensitive information, therefore your engagement with other sections of the DNA log is optional and not monitored.

The SWDTP DNA process is separate from institutionally required progress monitoring/review processes

Engaging with DNA is separate from any training and development components required locally by your institution (e.g. progress monitoring, annual reviews, Vitae researcher development log etc.), and you are expected to engage with both. However, we have designed the tools and resources in this DNA log to complement, not overlap with, most institutionally-required tasks.

You are encouraged to use this log as an aid when discussing and evaluating your development needs with supervisors, mentors or other advisors.

Finding training and development needs activities

There are a number of sources from which to find training and development activities. Browse the SWDTP Events Calendar to search for events that we organise or support. Use our external resources directory to find activities from your Doctoral College, relevant research centres and other external training providers.

[Go to Events Calendar](#)

[Go to Resources Directory](#)