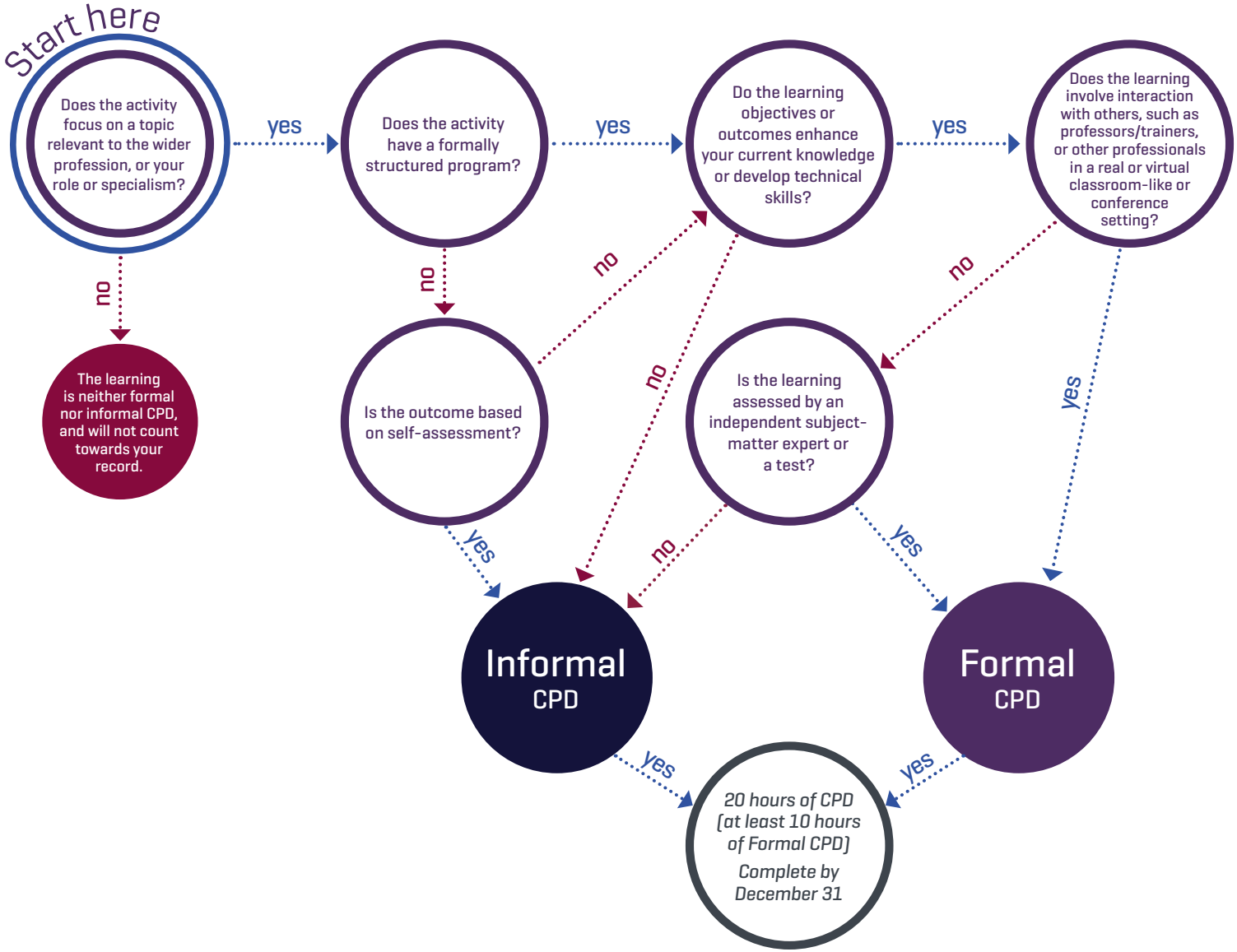
CPD Decision Tree: Formal or informal CPD?



Definitions:

Focus on a topic relevant to the profession: The subject matter covered is one that has a direct tie to your area of work, or covers a topic from the profession (industry) that will relate back to your field.

Structured program: The course, learning activity, or agenda is clearly defined and includes what will be addressed and the length of time dedicated to each area of focus.

Self-assessment: The activity is assessed by one's self.

Predefined learning objectives: The activity has clearly outlined objectives in the form of a curriculum, an agenda, or a learning schedule that has been planned in advance by accredited professionals.

Interaction: The activity participated in includes some type of interaction with learning in mind, with other professionals, students, or educators.

Formal assessment measure: The activity or learning is assessed by an independent third party that is educated on the topic.

Please note we may request proof where applicable

Example: Official documentation from the organizing body that states the details of the activity, potentially including but not limited to: the date, duration and full name of the participant.