**Evaluating progress on learning goals**

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| Current learning goals (see *Action Plan*) |
| Targets and milestones. |
| Action taken to achieve the goal (‘What have I done so far?’) |
| Evaluation of performance so far (‘How well am I meeting my targets? How sensible were the targets? |
| Do they need to be changed?’) |
| What feedback have I received from others? |
| How have I made use of this feedback? |
| Things I have learnt about myself, other people or the task so far |
| Strong points about my attitude, approach and performance |
| Things I could improve about my attitude, approach and performance |
| How have I changed? |
| Next steps? |
| Other comments |
| Signed ­­­­­­­­­­­­­­­­ Date |