# FORM FOR YEARLY APPRAISAL INTERVIEW/DEVELOPMENT DISCUSSION

## Suggested topics for implementation

### PhD Candidates

The review is conducted between:

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<th>Date of implementation:</th>
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What is important to you to address in this conversation?

### 1. Follow-up of the previous review

- What is your assessment of the past period?

### 2. Tasks, goals and plans

- a. What do you consider to be your most important tasks in the next period?
- b. How do you plan to achieve these?
- c. What are you practising to reach your goals?

### 3. Work environment and collaboration

- What is your experience of your work environment and academic community?
- What works and what can be improved?

### 4. Management
• How does the supervisor-candidate relationship work
• What can be improved and what works well?

5. Competence – academic and personal development

• What are the areas in which you want to develop, personally and/or academically?

• What are the plans and goals that are important to set for the next period?

• What are your ambitions for the next few years?

6. Follow-up and development plan

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<tr>
<th>Goal/measure:</th>
<th>Responsible:</th>
<th>Deadline:</th>
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<tr>
<td>Work-related goals for the next period:</td>
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<td>Competence requirements – academic and personal development</td>
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<td>Other issues:</td>
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Manager.................................................................
Employee............................................................

(sign.)                                                                 (sign.)