

# Continuing professional development portfolio

## Purpose

The purpose of your CPD portfolio is to keep an up-to-date record of the learning events you have participated in. Your cash learning plan will be your guide for the duration of the programme, and thereafter it is wise to maintain a habit of updating your portfolio as an on-going record of your learning. This is evidence of your continuing professional development in CVA, and is useful in preparing yourself for deployments, updating your CV and looking for opportunities that will challenge you and enrich your professional experience.

Alumni of the Cash Professional Development Programme should maintain a CPD portfolio and reviewing the work of learners on the programme is an important learning event. Keep a copy of any certificates of course completion, feedback from tutors etc. and incorporate your planned future learning into your personal development plan.

Date Event	Learning goals	Learning outcomes	Future learning planned
	What do you hope to learn by participating? Complete before the learning event	What did you learn, and how will you use it? Complete after the learning event	What do you need to learn next, and how will you do it?



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