C-DICE Training Specification Guidelines

These guidelines are to help with the competition of the [C-DICE Peer-to-Peer Training Specification form](). Trainers will be given guidance and/or training from the C-DICE team in writing training aims, mapping training to the RDF, and the creation of intended learning outcomes. You may leave these sections blank, however it would help us develop and tailor our training/advice if you filled in as much as you are easily able to.

Field	Description
Trainer Name	Full name of the main contact for the training activity. This should be the person who developed the activity or who has taken on the main lead in delivering a pre-designed activity. They are responsible for the content of the activity.
Trainers Preferred Pronoun	Optional field.
Trainers Email Address	University or company email address of main contact for the training activity.
Training Title	Short descriptive title of activity max 10 words
Date of first publication/ latest review	Date form filled in, formatted as DD/MM/YYYY
Type of activity	Type of activity i.e. workshop/lecture/short course/ technical skills (i.e. learning to use a piece of equipment)
Type of delivery	Choose from: Virtual on-demand (i.e. a pre-recorded video), Virtual in-person (i.e. a workshop or lecture carried out on-line), face-to-face (i.e. an in-person activity where participants are in the same room as the trainer), Hybrid in-person (i.e. an in-person event with a mix of people in the room with the trainer and some on-line).
Course Information/blurb	Short description of the course max 250 words.
Location of training	Enter location if know. If virtual event state virtual. If location is still to be decided enter TBC.
Permission obtained from line manager, PI and/or group lead:	Yes/no answer
Name and position of person who gave permission	Name and current position of the person who gave permission.
Email Address of person who gave permission	The organisational email address of the person who gave permission. For example in a university setting this email address usually ends in .ac.uk
Aims of the training blurb	The programme aims should be expressed at a high level of generality, capturing the programme's broad intentions and aspirations. Max words 250. Optional field – C-DICE team will help you complete it if you leave it blank.
Mapping of course to Vitae Researcher Development Framework (RDF)	Select one or more of the 12 sub-domains that this training will help participants develop. C-DICE team are happy to work with you to identify which sub-domains your training can be mapped to. You can Download the RDF at https://www.vitae.ac.uk/vitae-publications/rdf-related/researcher-development-framework-rdf-vitae.pdf/@@download/file/Researcher-Development-Framework-RDF-Vitae.pdf

ILO - Knowledge and Under standing	Knowledge-based ILOs are often the most common type of outcome and describe the set of knowledge that students are expected to acquire. Optional field – C-DICE team will help you complete it if you leave it blank.
ILO - Subject Specific Cognit ive Skills	These are application-based outcomes which describe the kinds of application or transformation students are expected to make to the knowledge they acquire. These typically require participants to apply knowledge or engage with it critically to, for example, evaluate, appraise, analyse, synthesise, or debate it. Optional field – C-DICE team will help you complete it if you leave it blank.
ILO - Subject Specific Practi cal Skills	These are skills-based outcomes which describe the subject-related skills students are expected to develop alongside knowledge acquisition. These are typically the skills that are likely to be required for employment within the subject discipline. Optional field – C-DICE team will help you complete it if you leave it blank.
ILO - Key Transferable Skills	These are skills-based outcomes which describe the generic and broader (non-subject specific) skills students are expected to develop alongside knowledge acquisition. Optional field – C-DICE team will help you complete it if you leave it blank.