

THE UNIVERSITY OF READING

Standard Form of curriculum vitae

A

Name

Present appointment

Nature of appointment (i.e. full - or part -time, probationary or indefinite, T, T/R or R)  
with precise hours if currently or recently part -time

Education and qualifications obtained (with dates)

Previous appointments (with dates)

State whether or not a Fellow of the Higher Education Academy and, if so, state date  
of attaining Fellowship and category of Fellowship held

B Research and Scholarship

Achievements in some or all of the following areas:

1. Research or scholarship outputs, noting the following:

a. The list of a candidate's publications and other research outputs must be complete, and will be expected to have been recorded in CentAUR.

b. Publications must be listed in groups, e.g. books, major articles, reviews; and each group must be shown in reverse chronological order (i.e. the most recent publication first) giving the



impact on the quality of teaching and learning; Chairing teaching and learning committees within the School or Faculty; Inspiring colleagues to change and enhance their teaching practice).

c. Enhancement to curriculum development and delivery

(e.g. Development of new programmes, revision of existing programmes, or changes to delivery of programmes; Development of new modules or revision to existing modules, informed by subject-based research where appropriate; Innovation in approaches to the design and delivery of teaching, including use of new technologies; Development of new assessment and feedback mechanisms that embed best practice; Integration of research and scholarship with teaching; Inspiring and challenging students through enthusiasm for subject).

d. Supporting students' learning and development

(e.g. Holding the roles of career learning/placement coordinator, Senior Tutor or Disability Adviser; Activities related to widening participation, induction, retention, employability and related study skills; Ability to relate to and support students in the personal tutor role; Cultivation of students' interest in further study).

D. Other activities

Knowledge Transfer, Enterprise and Outreach

Evidence of interaction, in the context of the member's employment at the University, with:

1. Business, broadly defined, in areas such as University consultancy, Teaching Company Schemes, spin-out companies, the development of intellectual property rights or the provision of short courses, including Knowledge Transfer Partnerships (detailing their value).
2. The wider community.  
A clear indication (in percentage terms) must be given of the member's specific contribution to any joint or collaborative activity.

Administration and related activities (not listed elsewhere)

3. Special responsibilities undertaken (with dates) within the relevant School, the University or elsewhere with a clear indication (in percentage terms) of the extent of the member's contribution to any joint or collaborative activity.
4. Information on administrative duties and achievements, specifically including leadership roles.
5. Other information in support of a case for promotion.