# myCPD Portal personal record

| Date of CPD activity | My CPD record title | Type of CPD | Number of CPD hours | Name of organisation providing the training | Description | Learning outcomes and objectives |
|---|---|---|---|---|---|---|
| 19th February 2025 | Lean Six Sigma - Green Belt | Training Course | 14 | The Knowledge Academy | The Lean Six Sigma Green Belt certification equips professionals with advanced problem-solving skills and a thorough understanding of Lean Six Sigma methodologies. Green Belts lead process improvement projects and support Black Belts in larger initiatives, aiming to enhance efficiency and reduce defects within organizations. | Apply DMAIC Framework – Implement Define, Measure, Analyze, Improve, and Control for process optimisation. Use Data-Driven Analysis – Identify root causes and apply statistical tools to solve problems. Lead Process Improvements – Manage projects to enhance quality and efficiency. Integrate Lean Principles – Eliminate waste and streamline operations. Enhance Team Collaboration – Facilitate communication and teamwork for successful execution. |

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| 17th February 2025 | Lean Six Sigma - Yellow Belt | Training Course | 10 | The Knowledge Academy | The Lean Six Sigma Yellow Belt certification provides individuals with a foundational understanding of Lean Six Sigma methodologies, focusing on process improvement and waste reduction. Yellow Belts typically support Green and Black Belt projects and may lead smaller-scale initiatives within their areas. | Understand Lean Six Sigma Basics – Learn the DMAIC (Define, Measure, Analyze, Improve, Control) framework. Identify Waste & Inefficiencies – Recognise and reduce process inefficiencies. Apply Problem-Solving Tools – Use key Lean Six Sigma techniques for process improvement. Support Improvement Projects – Assist in Green/Black Belt-led initiatives. Drive Continuous Improvement – Implement Lean principles for ongoing efficiency. |

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| 13th January 2025 | Level 3 Award in Education and Training | Training Course | 30 | Weston College | The Level 3 AET is an introductory teaching qualification for individuals looking to teach or train in further education and skills sectors. It covers essential teaching principles, lesson planning, assessment methods, and inclusivity in education. This qualification is equivalent to an A-Level and serves as a foundation for progressing into higher teaching qualifications. | Understand Teaching Roles & Responsibilities

Recognise professional and legal responsibilities in education.
Plan & Deliver Engaging Lessons

Develop inclusive teaching strategies to support diverse learners.
Assess Learners Effectively

Use different assessment methods to track progress and provide feedback.
Promote Inclusivity

Address barriers to learning and create an inclusive environment.
Reflect & Improve Teaching Practices

Self-evaluate and apply feedback for continuous professional growth. |
| 23rd December 2024 | CAD Design Associate | Online Course | 3 | Dassault Systèmes | SOLIDWORKS CAD Design Associate | Basic SOLIDWORKS Operations |

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| 17th December 2024 | Intersectionality: Trauma Informed, Restorative and Anti Racist approaches | Seminar | 1.5 | Weston College | Intersectionality: Trauma Informed, Restorative and Anti Racist approaches | Effects of trauma on the brain. |
| 16th October 2024 | Scaffolding Feedback | Workshop | 1 | Weston College | Scaffolding Feedback | How use scaffolding feedback during formative assessment |
| 21st August 2024 | Academic Conference | Event | 3 | Weston College | Academic Conference 2024 | Guest Speaker - Women in Engineering and what challenges they face |
| 21st August 2024 | Ready to Teach | Workshop | 1.5 | Weston College | Discussion on resources and prior work to be completed before the semester starts. | Ready to reach checklist |
| 20th August 2024 | Health and Safety Workshop | Seminar | 1 | Weston College | Workshop on health and safety. | Health and safety guidelines in the workshop, Safety passport etc. |
| 19th August 2024 | AI in Higher Education | Workshop | 1 | Weston College | Workshop on how to use AI | Weston college AI policy, Referencing from AI etc. |
| 19th August 2024 | IET membership seminar | Seminar | 0 | IET | Seminar on IET memberships | Types of IET memberships, events, awards etc. |

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| 16th August 2024 | Promonitor Workshop | Workshop | 1 | Weston College | How to navigate through Promonitor | How to create entries and conversations on Promonitor |
| 15th August 2024 | Smart Assessor workshop | Workshop | 1 | Weston College | Workshop on how to navigate through smart assessor. | Smart Assessor basics |
| 13th August 2024 | Assignment Workshop | Workshop | 1 | Weston College | Workshop on how to create assignments | How to create assignments according to new Pearson guidelines. |
| 12th August 2024 | Scheme of Learning (SOL) - Workshop | Workshop | 1 | Weston College | Workshop on creating scheme of learning for level 3 | How to follow STEPS criteria to create a scheme of learning |
| 2nd July 2024 | INSET : Staff training | Seminar | 6 | Weston College | Staff training on Safeguarding, STEPS Framework, Learner wellbeing | Training on STEPS framework and how to incorporate it to learning, Safeguarding and welfare |
| 18th June 2024 | Neurodiversity Seminar | Seminar | 6 | Weston College | Neurodiversity in Higher Education. Dyslexia, ADHD etc | How to deal with neurodiversity students |
| 3rd June 2024 | Newton room - Flight simulator instructor | Training Course | 6 | FIRST Scandanavia/Boeing | Training course for flight simulator | Cessna 172 controls and instruments |

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| 27th March 2024 | INSET : Staff training | Workshop | 6 | Weston College | Weston college staff training | Surface and deep retrival, Developing autonomy with feedback, Cultivating resilient behaviour |
| 19th December 2023 | T Levels: Group Industry Placements : RINGFENCED - Engineering & Manufacturing | Event | 6 | Weston College/Airbus | Weston College visit to Airbus UK | Observed laboratories including destructive testing, Corrosion testing, wing failure testing etc |

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