

# Individual Development Planning Worksheet

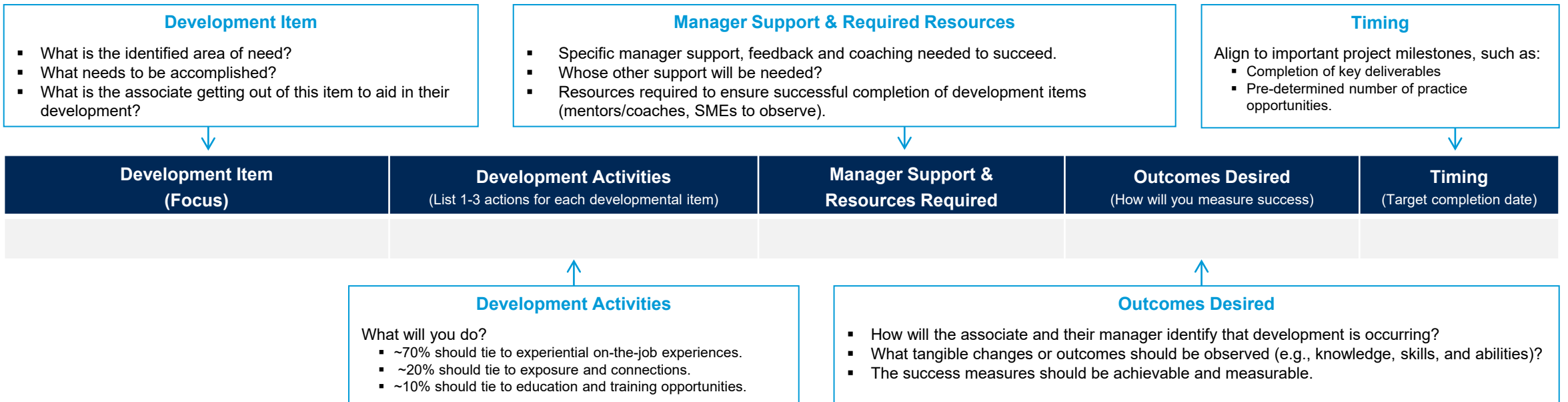
## Overview

The Individual Development Planning Worksheet is a tool for you to use to identify the development items and actions that will allow you to achieve your career objectives.

- Leverage the below guidance to complete the IDP worksheet.
- Align with your manager on the IDP.
- Capture your IDP in Workday to track opportunities and progress.

For full details on Gartner's development planning approach, how to leverage the [Career Development Roadmap Worksheet](#), what to include in an effective IDP, how to align with your manager, and how to capture your IDP in Workday, please review the [Individual Development Planning Guide](#).

## Individual Development Plan Worksheet Guidance



# Individual Development Planning Worksheet

Associate's Name

Manager's Name

Current Role

Date

Development Item (Focus)	Development Activities (List 1-3 actions for each developmental item)	Manager Support & Resources Required	Outcomes Desired (How will you measure success)	Timing (Target completion date)