

<b>Course Title</b>	PR19/402: The ICE Professional Review – The Professional Report
<b>Duration</b>	3 hours
<b>Delivery Mode</b>	Half day session
<b>Cost</b>	£150 + VAT per delegate
<b>Delegate Nos.</b>	4 to 12
<b>Intended Audience</b>	Graduates nearing completion of their IPD and preparing to submit for their professional review
<b>Objectives</b>	<p>At the end of the course delegates should have: At the end of this mentoring session delegates should have:</p> <ul style="list-style-type: none"> <li>• Briefly refreshed their understanding of the review process and the attributes to be demonstrated</li> <li>• Reviewed the requirements of the professional report</li> <li>• Examined report styles and considered what is best for them</li> <li>• Reviewed alternative ways of balancing the report content</li> </ul>
<b>Course Description</b>	<p>Taught by an experienced Reviewer, the course is aimed at helping graduates prepare their Professional Review Report. After briefly reprising how the report fits into the review process, the requirements for the report will be examined in detail. Discussions will focus on alternative report styles and how to produce a well-balanced report. The course will draw on the extensive experience of the tutor as a mentor and ICE Reviewer to provide practical tips.</p> <p>The course typically covers the following areas, with the depth spent on each adjusted to suit the requirements of the delegates:</p> <ul style="list-style-type: none"> <li>• Reprise of the ICE review process, the submission documents, and the attributes</li> <li>• Requirements for the Professional Report</li> <li>• What does a good report look like? (structure? how many projects? quality and clarity requirements?)</li> <li>• How to balance the report? (what to include and not include? how much on each attribute?)</li> <li>• Use of appendices</li> <li>• The importance and use of the extended cv</li> </ul> <p>The tutor will be Dr Andy Goodwin, a chartered engineer and experienced ICE Reviewer with nearly 35 years' experience in industry and academia. As an SCE and a DE, he was guided numerous graduates to achieve chartered and incorporated status.</p>