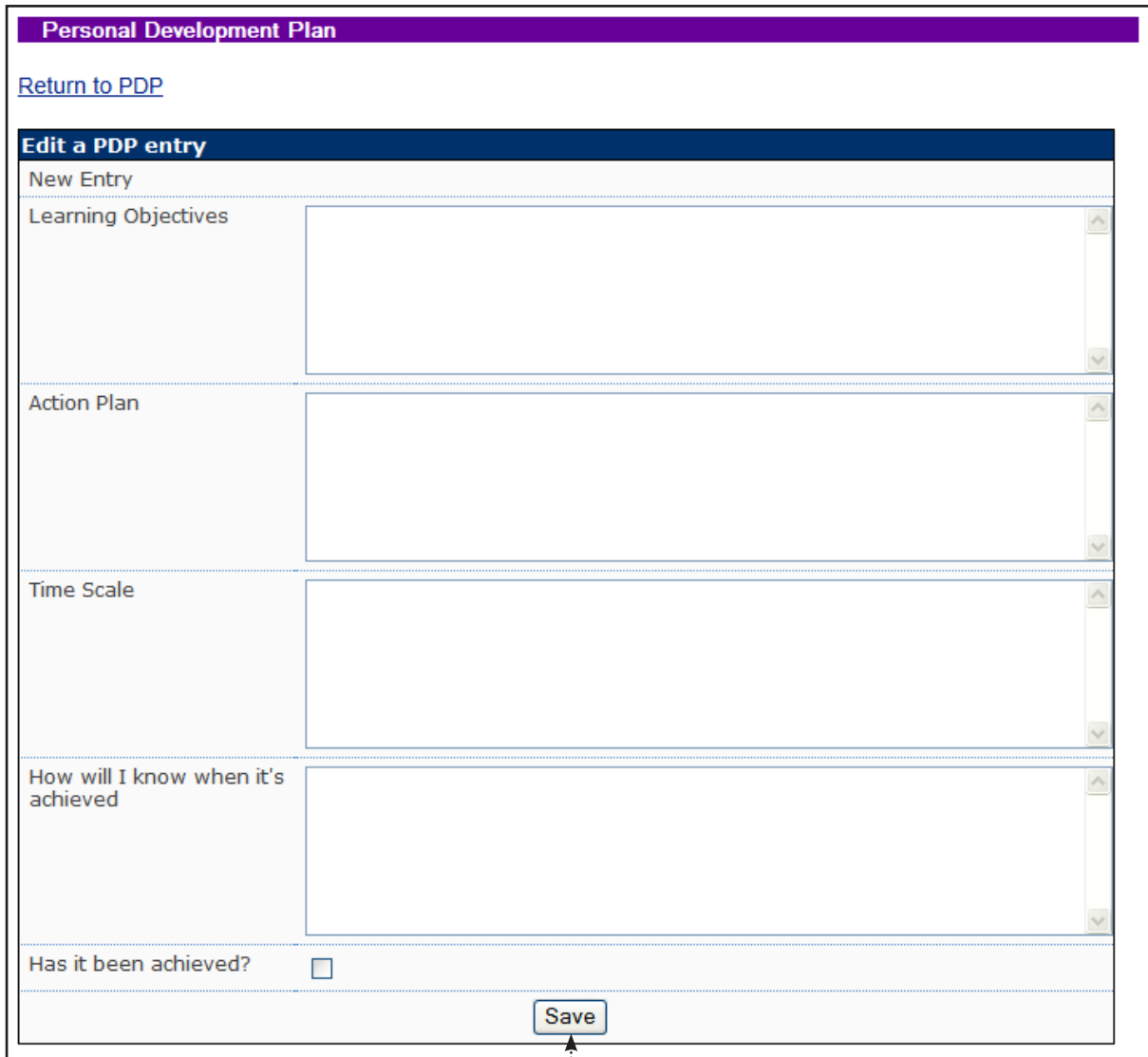# ADD NEW PDP ENTRY

To add a new PDP entry, follow the steps outlined below.

1. Click on 'PDP' on the left menu.
2. At the top of the Personal Development Plan page, click on 'Create new entry'.
3. This will open up the entry for you to fill the information in.

4. Once you have completed the form, click 'Save'