

Time Allocation Survey 2024-25

The information you record here is kept confidential, it is summarised for reports in an anonymised form so that you cannot be identified.

As a guide to completing this form there are both [brief](#) and [detailed](#) notes and a list of [Frequently Asked Questions](#). More information about how to complete the Time Allocation Survey on the following link: <http://www.tas.admin.cam.ac.uk/>

If employed part-time please give percentage of full time worked: %

If you were on leave for all or part of the week please select the reason:

- annual leave
- paid leave (e.g. research leave)
- secondment
- unpaid leave
- other (e.g. maternity, sick)

Part week of leave – please record your working part of the week in the activity categories below.

All week on paid leave – please record this time in the activity categories below.

All week on leave except paid leave – there is nothing more to record, please scroll down to submit.

(please input hours to nearest ¼ hour as decimals, e.g. 0.25)

Actual hours worked

		University duties	College duties
Research	Postgraduate Research (PGR) Student Supervision, Training & Assessment (note)	<input type="text"/>	
	Clinical Services (note)	<input type="text"/>	
	Direct Research funded by:		
	UK Research Councils (inc. British Academy & Royal Society) (note)	<input type="text"/>	
	UK Government bodies (inc British Council, NHS, Health/Local Authorities) (note)	<input type="text"/>	
	UK Charities (note)	<input type="text"/>	
	UK Industry (note)	<input type="text"/>	
	UK Other (note)	<input type="text"/>	
	EU Government bodies (inc European Commission) (note)	<input type="text"/>	
	EU Charities (note)	<input type="text"/>	
	EU Industry (note)	<input type="text"/>	
	EU Other (note)	<input type="text"/>	
	Non-EU Government bodies (note)	<input type="text"/>	
	Non-EU Charities (note)	<input type="text"/>	
	Non-EU Industry (note)	<input type="text"/>	
Non-EU Other (note)	<input type="text"/>		
No external funding (University funded) (note)	<input type="text"/>		
College funded research (note)		<input type="text"/>	
Support for Research (note)	<input type="text"/>	<input type="text"/>	
Teaching	Undergraduates	<i>Direct Contact</i> (note)	<input type="text"/>
		<i>Preparation/Assessment</i> (note)	<input type="text"/>
	Taught Postgraduates (PGT)	<i>Direct Contact</i> (note)	<input type="text"/>
		<i>Preparation/Assessment</i> (note)	<input type="text"/>
	Clinical Services (note)		<input type="text"/>
	Support for Teaching (note)		<input type="text"/>
CPD	Continuing Professional Development/Scholarly Activity (note)	<input type="text"/>	<input type="text"/>
Other Activities	Consultancy/Other services rendered (note)	<input type="text"/>	
	Clinical Services (note)	<input type="text"/>	
	Support to Other Activities (note)	<input type="text"/>	



General Support	General University/College/Faculty/Department Administration (note)	<input type="text"/>	<input type="text"/>
	Service to Society and Public Engagements (note)	<input type="text"/>	<input type="text"/>
TOTAL hours worked in week		<input type="text"/>	<input type="text"/>