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| **TRIMESTER ONE - 2017** |
| **Title** | **Date and time** | **Location** | **Facilitator** | **Audience** | **Brief description** |
| Independent Panel Chair training | 5th October 2-4pm | G21 Merchiston | Chris Atton | Independent panel chairs | This session will introduce the role and responsibilities of the independent panel chair (IPC) for research students. It will cover the relevant policies in the university's Research Degrees Framework and show how these should be put into practice during key 'milestone' meetings such as progress reviews. The session will also cover the role of the IPC during the viva voce examination. (The session counts as the training element for staff intending to chair viva voce examinations.) |
| Research Student Induction | 9th Oct 930-4pm | 2.D.14, Sighthill | Gráinne Barkess and Chris Atton | Early stage Research Students | Meet other students starting out on a research degree and hear all about research degrees and how research is supported here at ENU |
| Introduction to SPSS with Statistics: 2 day course | 9th and 10th October | 0/09, Craiglockhart | Elizabeth Wiredu, external facilitator | All researchers | The introduction to SPSS with Statistics course is a two-day course designed to help you to acquire the skills necessary to create SPSS files from scratch, from paper based questionnaires or imported data from Excel datasheets, ready for descriptive statistics and graphical summaries. |
| Introduction to NVivo 10 - two day course | 11th and 12th October | 0/09 Craiglockhart | Elizabeth Wiredu, external facilitator | All researchers | Start your qualitative project or literature review with this NVivo 10 hands-on workshop. This course is designed for the complete beginner as well as those who have used previous versions of the software. |
| Business Engagement workshop: Business Speak | 12th October 3-5pm | 2/06 Craiglockhart | BE team and Tony Douglas | All researchers | Do you want to work more with business? Are you a bit unsure on how to convey your research ideas to a business? If this is you and you need some pointers in how to speak business lingo, then come to our RIO event on “Business Speak”. |
| Examining Research Degrees | 17th October 9.30-12.30 | 7.B.27, Sighthill | Chris Atton | Examiners / Panel chairs/ Supervisors | Learn about the various roles of examiners during a research degree viva and hear about viva procedures here at ENU[Click here to book a place](http://staff.napier.ac.uk/learningevents/Pages/EventDetails.aspx?EventID=3204197bHS) |
| Information and Training Sessions for Worktribe | 18th October 3.30-5pm | 0/09 Craiglockhart | Lindsay Ramage | All researchers | These sessions provide the opportunity to gain training in using Worktribe, the University research information management system.[Click here to book a place](http://staff.napier.ac.uk/learningevents/Pages/EventDetails.aspx?EventID=5164547aVB) |
| Teaching at University for PGR students | 23rd Oct, 4th Dec and 12th Feb | Oct session in 3.D.12 Sighthill, rooms for other sessions tbc | Anne Tierney | **Any stage - research students** | This course is designed to support research degree students who are currently teaching or are about to start teaching at university. The sessions will give you a chance to explore different teaching approaches and to reflect on your own teaching experiences.Interested students **should apply** for a place by emailing RIOevents@napier.ac.uk  |
| **WebEx:** Intro to online researcher development courses | 25th October 12-1pm | Online: <http://napier.webex.com> | Gráinne Barkess | All researchers | A short overview via Webex of online researcher development courses available to research students and staff [Join the meeting here](https://napier.webex.com/napier/j.php?MTID=m8978ca1b8d9c7d33465e3de9612de407) (password: onlinecourses) |
| What is data management? | 25th October 1-1.30pm | 3/04 Craiglockhart | Lindsay Ramage | All researchers | This brief introductory session (30 minutes) details what we mean by research data, the benefits of managing your data and funders requirements around research data. In addition, the University research data management (RDM) policy will be discussed.[Click here to book a place](http://staff.napier.ac.uk/learningevents/Pages/EventDetails.aspx?EventID=0405947aVB) |
| How to write a data management plan | 25th October 1.30-2.30 | 3/04 Craiglockhart | Lindsay Ramage | All researchers | This session details how to write a data management plan (DMP) and the research data lifecycle. It is a University requirement that all research projects should have a research data management plan.We will detail the different sections of a DMP – collection (inc ethics), storage, sharing, archiving of data. There will be the opportunity to review and analyse some example DMPs[Click here to book a place](http://staff.napier.ac.uk/learningevents/Pages/EventDetails.aspx?EventID=7101617aVB)  |
| Research Degrees Supervision at Edinburgh Napier | 27th October 1.30 -4.00pm | 3.D.15, Sighthill | Gráinne Barkess and Chris Atton | Experienced supervisors who are new to ENU | Members of staff who have not previously supervised students at Edinburgh Napier University but who have experience from other universities should attend this half-day course. During this session we will explore the main policies and procedures relating to supervision at ENU, discuss approaches to supervisory practice, and explore some of the support available to your students from different parts of the university.[Click here to book a place](http://staff.napier.ac.uk/learningevents/Pages/EventDetails.aspx?EventID=1598677bf9) |
| Using the RDF planner to support your development | 30th October 1.30-2.30pm | F5, Merchiston | Gráinne Barkess | Any stage -Research students **and** supervisors | An introduction to how you can use our online RDF planner to support your career development[Click here to book a place](http://staff.napier.ac.uk/learningevents/Pages/EventDetails.aspx?EventID=0684187gei) |
| How to Peer-Review Manuscripts for Journals | 1st November 9.30-12.00 | 3.D.14, Sighthill | Dr. David Jones, external facilitator | All researchers | Peer review helps to ensure the quality and reputation of published academic research. For the peer review system to work, researchers who publish must reciprocate by reviewing the work of others. Therefore, the ability to review manuscripts for journals is a core skill that every researcher must acquire. [Click here to book a place](http://staff.napier.ac.uk/learningevents/Pages/EventDetails.aspx?EventID=2307677g4H) |
| Supervisor refresher briefings | 2nd November 12.30-2pm | G21 Merchiston | Gráinne Barkess and Chris Atton | Experienced supervisors | These short briefings (with lunch provided) are aimed at experienced supervisors allowing you to stay up to date with any changes to policy, to learn about new developments in supervision, and to let you know about other support available for both research degree supervisors and research students. All experienced supervisors are expected to attend a refresher briefing every two years. [Click here to book a place](http://staff.napier.ac.uk/learningevents/Pages/EventDetails.aspx?EventID=3185567bf9) |
| Supervising Research Degrees | 3 days: 3rd Nov, 17th Nov and 1st Dec9.30-4pm | LRC5, Sighthill | Grainne Barkess, Callum Neil and Chris Atton | Staff new to supervision | A 3-day course focusing on developing your role as a research degree supervisor. To participate you need to be able to attend all three days of the course. The course is aimed at new supervisors, but you do not need to be currently supervising a research student. [Click here to book a place](http://staff.napier.ac.uk/learningevents/Pages/EventDetails.aspx?EventID=7351917bHS) |
| **WebEx:** Overview of a viva exam | 6th November, 3-4pm | Online: <http://napier.webex.com> | Gráinne Barkess and Chris Atton | Late stage research students | This session will give a short overview of the viva process with time for questions about having a viva[Join the meeting here](https://napier.webex.com/napier/j.php?MTID=m5a3c386d82fdf56869a2ca43bee8f7b5)(password: viva) |
| **WebEx:** Using reference management software | 8th November, 3-4pm | Online: <http://napier.webex.com> | Gráinne Barkess | All researchers | In this online session we will have a look at some popular software tools to tame all those articles and books into a bibliography fit for your thesis or latest paper. [Join the meeting here](https://napier.webex.com/napier/j.php?MTID=m9bfd797f2ca1d326774c028892672b31) (password: refman) |
| Supervisor refresher briefings | 10th November 12.30-2pm | 2.D.08, Sighthill | Gráinne Barkess and Chris Atton | Experienced supervisors | These short briefings (with lunch provided) are aimed at experienced supervisors allowing you to stay up to date with any changes to policy, to learn about new developments in supervision, and to let you know about other support available for both research degree supervisors and research students. All experienced supervisors are expected to attend a refresher briefing every two years. [Click here to book a place](http://staff.napier.ac.uk/learningevents/Pages/EventDetails.aspx?EventID=9785687bf9) |
| What is data management? | 15th November, 12-12.30pm | 2.D.08, Sighthill | Lindsay Ramage | All researchers | This brief introductory session (30 minutes) details what we mean by research data, the benefits of managing your data and funders requirements around research data. In addition, the University research data management (RDM) policy will be discussed.[Click here to book a place](http://staff.napier.ac.uk/learningevents/Pages/EventDetails.aspx?EventID=2842207aVB) |
| How to write a data management plan | 15th November, 12.30-1.30pm | 2.D.08, Sighthill | Lindsay Ramage | All researchers | This session details how to write a data management plan (DMP) and the research data lifecycle. It is a University requirement that all research projects should have a research data management plan.We will detail the different sections of a DMP – collection (inc ethics), storage, sharing, archiving of data. There will be the opportunity to review and analyse some example DMPs[Click here to book a place](http://staff.napier.ac.uk/learningevents/Pages/EventDetails.aspx?EventID=0579247aVB)  |
| Information and Training Sessions for Worktribe | 15th November, 2-3.30pm | 5.E.06, Sighthill | Lindsay Ramage | All researchers | These sessions provide the opportunity to gain training in using Worktribe, the University research information management system.[Click here to book a place](http://staff.napier.ac.uk/learningevents/Pages/EventDetails.aspx?EventID=9934127aVB) |
| Developing research literature Reviews | 16th November, 2-4pm | 2/04, Craiglockhart | Gráinne Barkess | Early stage Research Students | This workshop will support researchers who have been using our online Epigeum course on Research methods for literature reviewing, by providing an opportunity for discussion of the theories as they apply to student’s own topics.[Click here to book a place](http://staff.napier.ac.uk/learningevents/Pages/EventDetails.aspx?EventID=7822997h8T) |
| **Webex:** Avoiding plagiarism | 20th November, 3-4pm | Online: <http://napier.webex.com> | Gráinne Barkess | Early stage Research Students |  This session will help new researchers to understand how to avoid plagiarism and will cover how to reference sources.[Join the meeting here](https://napier.webex.com/napier/j.php?MTID=mfe1382c895d18bd4b4a1d5493bf89307)(password: plagiarism) |
| The viva experience | 21st November, 930-1230 | 2/04 Craiglockhart | Gráinne Barkess and Chris Atton | Late stage Research students  | This session will cover every stage that occurs in a real *viva* situation. From the roles of examiners, the types of common questions you might encounter, through to the decision process by the examiners and what happens post *viva*.[Click here to book a place](http://staff.napier.ac.uk/learningevents/Pages/EventDetails.aspx?EventID=3230087bHS) |
| Business Engagement workshop: *The value proposition* | 21st November, 12 noon – 2pm | 3.D.14, Sighthill | BE team | All researchers | Information to follow |
| Good referencing practice for researchers | 29th November, 2-4pm | E9, Merchiston | Gráinne Barkess | Early stage research students | This workshop will explore referencing practices, and will look at reference management software as one way to stay on top of your references. We will identify sources of info from across the university that underpin good referencing practices. [Click here to book a place](http://staff.napier.ac.uk/learningevents/Pages/EventDetails.aspx?EventID=2052277hJ6) |
| Project management for research | 29th and 30th November 2017 | 3.D.11, Sighthill | Dr. Fraser Robertson, external Facilitator | All researchers | A comprehensive introduction to the process of managing projects and the tools to assist in planning and tracking progress; this course is intended to be immediately applicable to planning and managing a research project as well as commercial projects.Email RIOevents@napier.ac.uk to book a place |
| Supporting your research student’s professional development | 30th November, 12 noon -1pm | 2/07, Craiglockhart  | Gráinne Barkess | Supervisors | Research degrees students at Edinburgh Napier have access to an online development planner from Vitae. In this session we will explore the Researcher Development Framework and the online planner, and will discuss ways to support students with their professional development.[Click here to book a place](http://staff.napier.ac.uk/learningevents/Pages/EventDetails.aspx?EventID=0662817hJ6) |
| **WebEx:** learning about research methods | 5th December, 1-2pm | Online: <http://napier.webex.com> | Gráinne Barkess | Early stage research students | In this session we will explore some university resources that you can use to learn about different research methods[Join the meeting here](https://napier.webex.com/napier/j.php?MTID=m7c8f3bbdf9ae9c0fb84bfdd440abb8df)(Password: methods) |
| Missenden – Writing for Research Funding  | 5th and 6th December 2017 | F14, Merchiston | John Wakefield and Robert Crawshaw (External Facilitators) | Staff Only | The Missenden Funding Workshop has been created for academic staff with an ambition to be research pioneers and proficient at obtaining research funding. The masterclass is designed to develop expertise through a comprehensive programme of hands-on learning and shared experience culminating in the creation of a draft of a fully worked out bid for funding.Interested **staff should apply** for a place by emailing RIOevents@napier.ac.uk  |
| Briefing for supervisors of Tier 4 research students | 8th December, 12-1pm | Sighthill, room tbc | Gráinne Barkess | Supervisors of Tier 4 students | Come along to this short briefing to find out about the university’s responsibilities when supervising Tier 4 research students. We will discuss suitable forms of evidence to document student engagement and will highlight the procedures for agreeing field work, conference attendances and other absences from campus.[Click here to book a place](http://staff.napier.ac.uk/learningevents/Pages/EventDetails.aspx?EventID=1491537hJ6) |
| Exploring research methods | 8th December 2-4pm | F14, Merchiston | Gráinne Barkess | Early stage research students | In this session, we will discuss a variety of research methods and explore how these methods can be used for different types of research. We will discuss how to choose suitable research methods and how they might be applied to your own research project. [Click here to book a place](http://staff.napier.ac.uk/learningevents/Pages/EventDetails.aspx?EventID=0694447hBH) |
| Write now! | 11th - 13th December | Location tbc | Gráinne Barkess | All researchers | A non-residential writing retreat aimed at students who are writing up their thesis or researchers working on academic articles/book chapters. Come along for 3 days of intensive writing time.Email RIOevents@napier.ac.uk to express an interest (this ‘retreat’ will run if there is sufficient numbers) |

If you are interested in booking for a session please register via the HRConnect links, or email RIOevents@napier.ac.uk if you do not have access to HRConnect.