

# Researcher Development

## Researcher Development Programme



Morris, Sophie  
Researcher Developer

### Page navigation:

Welcome to the Researcher Development Programme. Use the links below to easily find your way around the Programme.

[Information about the programme](#): Here you will find all the information you need about the researcher development programme

[Programme quick-look](#): Head here to get an overview of all the sessions coming up. Click on the session you are interested in to be taken to all the information about the session

[Programme sessions](#): Head here to find all the information you need about the sessions on the Programme. It is quite long, so you may want to have a quick-look first to see which ones you are interested in.

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## Information about the programme

Welcome to the Researcher Development Programme for the autumn trimester 2022-2023!

We have a busy programme of professional development opportunities coming up - do have a look at the programme below.

We have made some changes this year:

- Not all sessions need to be booked. For bookable sessions you will be directed to Eventbrite to book on to the relevant session. For all other sessions you will find the workshop link in the relevant section below. You can also click on the relevant link to download an Outlook Calendar invite which contains all the workshop information
- Where possible we are aiming to record all of the sessions, to be made available for the rest of the academic year. We have indicated in the programme below which sessions will and will not be recorded. You will be able to find [Recordings of previous workshops and courses](#) here (where available)
- Most of the sessions will remain online for the next trimester
- We are introducing some in-person opportunities, look out for these in the programme below
- For online sessions we have attempted to categorize the level of engagement- this should give you an idea of where to tune in from for the session. Find information on this under the "Type of session" banner. There are three categories; low, medium and high levels of engagement
- We have sourced more on-demand, self-paced learning materials, including:
  1. [Courses for postgraduate researches](#)
  2. [Courses for research and academic staff \(coming soon- watch this space!\)](#)
  3. [The Researcher skills toolkit](#) : for all research staff and students
  4. [Introduction to statistical methods](#) :for all research staff and students
  5. [Becoming an ethical researcher](#): for all research staff and students
  6. [Research ethics in practice](#): for all research staff and students
  7. [Recordings of previous workshops and courses](#)

All of these changes are based on feedback from you. We are continuing to make changes based on feedback - so thank you for taking time to tell us your thoughts.

We always want to hear from you - so please do [get in touch with the team](#) if you have any suggestions, ideas and reflections that you would like to share.

Have a lovely day and we hope to see you soon,

Gráinne, Sophie and Vani

**Researcher Development Team**

Contact: [RIEvents@napier.ac.uk](mailto:RIEvents@napier.ac.uk)

Twitter: [@NapierRDP](https://twitter.com/NapierRDP) | [RIE Blog](#)

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## Programme quick-look

Here is a quick-look at the sessions on the programme. Click on the sessions you are interested in to be taken straight to the relevant part of the programme. Look out for well-being focused sessions: marked with a 🌱 symbol

### October:

[Selecting Examiners](#), **Thursday, 5th October, 10:00-12:00**

[Exam Panel Chair Training](#), **Tuesday, 11th October, 10:00-12:00**

[Examining Research Degrees](#), **Tuesday, 18th October, 10:00-12:00**

[The Viva Experience](#), **Wednesday, 26th October, 10:00-12:00**

[CAKE: Networking](#), **Wednesday, 26th October, 12:30-13:30**

[Introduction to Reference Management using Mendeley](#), **Thursday, 27th October, 11:00-12:00**

[Researcher Development Fund Information Session](#), **Monday, 31st October, 13:00-14:00**

### November:

[Introduction to Project Planning](#), Part 1&2: **Wednesday, 2nd November, 09:00-12:00** and Part 3&4: **Wednesday, 9th November, 09:00-12:00**

[Developing a CPD Course](#) **Wednesday 2nd November, 14:00-16:00**

[Presentation Delivery Skills: How not to be rubbish](#), **Thursday, 3rd November, 10:00-12:00**

[Data visualization: An Introduction](#), **Tuesday, 8th November, 09:30-12:30**

[Getting to grips with the online RDF planner](#) **Thursday, 10th November, 13:00-14:30**

[Literature Reviews](#), **Friday 11th November, 09:30-11:00**

[Increase your stress hardiness and thrive during your PhD](#), **Tuesday 15th November, 13:00-15:00** 🌱

[CAKE: Conferences](#), **Wednesday 16th November, 12:30-13:30**

[Research Degrees Supervision Induction](#) **Thursday 17th November, 09:30-16:00**  
**\*In- person event\***

[Career Planning for Early-career Researchers and Academics](#), **Tuesday 22nd November 09:30-16:00** **\*In-person event\***

[Build Your Resilience and Take your PhD in your Stride](#), **Tuesday 22nd November, 13:00-15:00** 🌱

[PowerPoint slide design: No more death by PowerPoint](#) **Wednesday, 23rd November, 10:00-12:00**

[Planning for Uncertainty](#) **Thursday 24th November, 09:30-11:30**

[NVIVO for Windows: An Introduction](#) **Monday 28th November, 09:30-11:30**

[Poster Design: An Introduction](#) **Tuesday, 29th November, 09:30-12:30**

[NVIVO for MAC: An Introduction](#) **Wednesday 30th November, 09:30-11:30**

## December

[Research Degree Supervisor Briefing](#) **Thursday 1st December, 10:00-12:00**

[Getting Unstuck: Procrastination busting techniques](#) **Thursday 1st December, 13:00-15:00** 🌱

[SPSS: An Introduction](#) **Monday 5th December, 09:30-12:30 and Tuesday 6th December, 13:30-16:30**

[Exam Panel Chair Training](#), **Tuesday, 6th December, 10:00-12:00**

[Alternative Guide to Postgraduate Funding](#) **Wednesday, 7th December, 11:00-13:00**

[Selecting Examiners](#) **Wednesday, 7th December, 14:00-16:00**

[Examining Research Degrees](#) **Tuesday, 13th December, 10:00-12:00**

[The Viva Experience](#) **Wednesday, 14th December, 10:00-12:00**

[CAKE: Resting and Wrapping Up](#) **Wednesday, 14th December, 12:30-13:30** 🌱

## Programme Sessions

You will find all the details you need below, including: Session title, date, time, facilitator and booking link/meeting link. Where booking is required, please register with your Edinburgh Napier University email address.

For more information on booking and cancelling your place [the Booking & Cancellation policy is here](#). For information on recording sessions, [you can find the Recording Policy here](#).

Keep an eye on your emails as we will be sending out a monthly update, as more sessions get added to the programme.

### Selecting Examiners

**Thursday, 5th October, 10:00-12:00**

**Who's it for:** Research and Academic staff involved in selecting examiners

**Type of session:** some levels of engagement and interaction, mainly via the chat box e.g. Q and As, chat box interaction, optional participation over camera and microphone. Private space with access to camera and microphone not required and is optional

**Recording:** yes

**RDF segment:** C1: Professional conduct

Facilitator: [Professor Chris Atton](#)

This session will explore the principles and processes for selecting examiners for research degrees. It will address questions of expertise, relevance and complementarity between examiners. Crucially, it will answer the question: what makes an examination team? The session is primarily aimed at directors of studies, but will also be useful to other members of supervisory teams as well as to research degree candidates themselves.

[Join Selecting Examiners Workshop Wednesday 5th October 10:00-12:00 here.](#)

**Click the following link to download an Outlook calendar invite for this workshop:**

[Outlook Calendar Invite for Selecting Examiners Workshop 5th October 10:00-12:00](#)

## Exam Panel Chair Training

**Tuesday, 11th October, 10:00-12:00**

**Who's it for:** Examiners/panel chairs/supervisors

**Type of session:** some levels of engagement and interaction, mainly via the chat box e.g. Q and As, chat box interaction, optional participation over camera and microphone. Private space with access to camera and microphone not required and is optional

**Recording:** will not be available

**RDF segment:** C1: Professional conduct

Facilitator: [Professor Chris Atton](#)

The session will discuss the role and responsibilities of the non-examining panel chair, with a particular focus on the PhD and DBA viva voce examinations. It will emphasise the importance of the chair in ensuring a fair and robust examination, assisting the examiners to reach consensus and recording discussions and decisions. Attendance at this session fulfils the requirement for appropriate training for the role of non-examining panel chair, as stated in section 7.6 of the Research Degrees Framework.

[Join Exam Panel Chair Training Workshop Tuesday 11th October 10:00-12:00 here.](#)

**Click the following link to download an Outlook calendar invite for this workshop:**

[Outlook Calendar Invite for Exam Panel Chair Training Workshop 11th October 10:00-12:00](#)



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## Examining Research Degrees

**Tuesday, 18th October, 10:00-12:00**

**Who's it for:** Examiners/panel chairs/supervisors

**Type of session:** some levels of engagement and interaction, mainly via the chat box e.g. Q and As, chat box interaction, optional participation over camera and microphone. Private space with access to camera and microphone not required and is optional

**Recording:** Yes

**RDF segment:** C1: Professional conduct

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Facilitator: [Professor Chris Atton](#)

Learn about the various roles of examiners during a research degree viva and hear about viva procedures here at ENU.

[Join Examining Research Degrees Workshop Tuesday 18th October 10:00-12:00 here.](#)

**Click the following link to download an Outlook calendar invite for this workshop:**





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## The Viva Experience

**Wednesday, 26th October, 10:00-12:00**

**Who's it for:** Postgraduate researchers (e.g. MRes, PhD, DBA, Prof Doc)

**Type of session:** some levels of engagement and interaction, mainly via the chat box e.g. Q and As, chat box interaction, optional participation over camera and microphone. Private space with access to camera and microphone not required and is optional

**Recording:** Yes

**RDF segment:** C1: Professional conduct

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Facilitator: [Professor Chris Atton](#)

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.

[Join The Viva Experience Workshops Wednesday 26th October 10:00-12:00 here.](#)

**Click the following link to download an Outlook calendar invite for this workshop:**

[Outlook Calendar Invite for The Viva Experience Workshops Wednesday 26th October 10:00-12:00](#)

## **CAKE: Networking**

**Wednesday, 26th October, 12:30-13:30**

**Who's it for:** Postgraduate researchers (e.g. MRes, PhD, DBA, Prof Doc)

**Type of session:** high levels of engagement and interaction, active participation likely e.g. breakout rooms, groups discussions. Private space with access to camera and microphone highly recommended to get the best experience

**Recording:** N/A

**RDF segment:** B3: Professional and Career Development

Facilitator: [Amy King](#), [Vani Naik](#)

Topic: Networking

What are academic networks? How do you create and sustain your network of academic connections? Got tips for striking up conversation at conferences and other academic events? Join us at this face-to-face event to discuss the value of networking and share practical tips for networking online and in person.

[Join CAKE: Networking Wednesday, 26th October, 12:30-13:30 here.](#)

**Click the following link to download an Outlook calendar invite for this workshop:**

[Outlook Calendar Invite for CAKE: Networking Wednesday 26th October 12:30-13:30](#)

## Introduction to Reference Management using Mendeley

**Thursday, 27th October, 11:00-12:00**

**Who's it for:** All research and academic staff and students

**Type of session:** some levels of engagement and interaction, mainly via the chat box e.g. Q and As, chat box interaction, optional participation over camera and microphone. Private space with access to camera and microphone not required and is optional

**Recording:** Yes

**RDF segment:** C2: Research management

Facilitator: [Eithne Barry](#)

Mendeley is a reference management tool that helps you to build a collection of references and generate reference lists/bibliographies.

This online session provides an introduction to Mendeley including:

- How to create an account with Mendeley and install Mendeley Reference Manager

- How to import PDFs from your computer and online references

- How to use collections, tags, annotations and highlights for organising your library

- How to automatically format in-text citations and reference lists/bibliographies.

[Book your place for Introduction to Reference Management using Mendeley here](#)

## Researcher Development Fund Information Session

**Monday, 31st October, 13:00-14:00**

**Who's it for:** All research staff and students

**Type of session:** some levels of engagement and interaction, mainly via the chat box e.g. Q and As, chat box interaction, optional participation over camera and

microphone. Private space with access to camera and microphone not required and is optional

**Recording:** Yes

**RDF segment:** C3: Finance, Funding and Resources

Facilitator: [Dr Grainne Barkess](#)

RIE hold a researcher development funding competition each year, where funding is available for researchers to create their own development activities that support our research culture and environment. Ahead of the funding deadline, this online information session will cover the types of projects funded in the past, selection criteria for the funding, and timelines for projects. There will also be a chance to ask questions about the funding.

[Join Researcher Development Fund Information Session Monday 31st October 13:00-14:00 here.](#)

**Click the following link to download an Outlook calendar invite for this workshop:**

[Outlook Calendar Invite for Researcher Development Fund Information Session Monday, 31st October, 13:00-14:00](#)

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## Introduction to Project Planning

**Part 1 & 2: Wednesday, 2nd November, 09:00-12:00**

**Part 3 & 4: Wednesday, 9th November, 09:00-12:00**

**Who's it for:** Postgraduate researchers (e.g. MRes, PhD, DBA, Prof Doc), Early-career researchers

**Type of session:** some levels of engagement and interaction, mainly via the chat box e.g. Q and As, chat box interaction, optional participation over camera and microphone. Private space with access to camera and microphone not required and is optional

**Recording:** will not be available

**RDF segment:** A2 Cognitive Abilities; B2 Self-management; C2: Research Management

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Facilitator: [Dr Fraser Robertson, Fistral Training](#)

\*\*\*Please note this session is spread across two days- make sure you come along to both!\*\*\*

Join us for this workshop on project planning, split across four parts over two days:

These two intense online training sessions provide a high-level overview of key PM techniques and concepts. Together, they offer an introduction to the process

of managing projects and the tools to assist in planning and tracking progress. These courses are intended to be immediately applicable to planning and managing academic and research projects as well as commercial projects. They cover the theory and principles of project management within the context of the Project Management Institute.

By the end of this 2-part course participants will have:

- Learned the basics of the project planning process and receive a set of tools and techniques that can be used immediately on any project
- Appreciated the fundamental principles of a well-led and well directed project, such as identifying and scheduling tasks, activities, milestones and understanding and managing stakeholders
- Become aware of the critical factors that will influence project success
- Used practical exercises to reinforce and enhance the skills learned
- Created work breakdown structures, network diagrams, critical path analysis, Gantt charts and other techniques that ensure robust project control

[To book Introduction to Project Planning click here.](#)

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## Developing a CPD Course Workshop

Wednesday, 2nd November, 14:00-16:00

**Who's it for:** Research and academic staff

**Type of session:** some levels of engagement and interaction, mainly via the chat box e.g. Q and As, chat box interaction, optional participation over camera and microphone. Private space with access to camera and microphone not required and is optional

**Recording:** Yes

**RDF segment:** A3: Creativity; B3: Professional and career development; D3: Engagement, influence and impact ; D2: Communication and dissemination;

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Facilitators: Matthew Burdge, Sam Illingworth, Katrina Swanton & Ron Aitken

Edinburgh Napier University is committed to helping staff develop bespoke CPD activities in support of knowledge exchange and external collaboration. This includes provision for credit- and non-credit-bearing CPD opportunities. The purpose of this workshop is to help participants develop their own CPD and to showcase the support that is available to them across the University. By the end of this workshop, participants will have developed the learning outcomes, assessment, and structure for such a course, and will be well placed to begin to develop, advertise, and deliver them to external partners.

The workshop will also provide information about the launch of the RIE Strategic Fund for CPD development, and how attendees can submit applications for the internal fund.

**2.00pm-2.15pm** – Introductions and over-view of the workshop

**2.15pm- 2.30pm** – Over-view of CPD process at ENU and support available

**2.30pm – 3.15pm** – How to develop effective learning outcomes and assessments

**3.15pm – 3.30pm** – Quality Assurance and Enhancement

**3.30pm-3.45pm** – Advice and support marketing the CPD

**3.45pm-4pm** –Launch of RIE strategic CPD fund/ Q&A

[Join Developing a CPD Course Workshop Wednesday, 2nd November, 14:00-16:00 here.](#)

**Click the following link to download an Outlook calendar invite for this workshop:**

[Outlook Calendar Invite for Developing a CPD Course Workshop Wednesday, 2nd November, 14:00-16:00](#)



# Presentation delivery skills: How not to be rubbish

Thursday, 3rd November, 10:00-12:00

**Who's it for:** All research staff and students

**Type of session:** some levels of engagement and interaction, mainly via the chat box e.g. Q and As, chat box interaction, optional participation over camera and microphone. Private space with access to camera and microphone not required and is optional

**Recording:** Yes

**RDF segment:** D2: Communication and Dissemination

Facilitator: [Duncan Yellowlees Training](#)

How you present is as, if not more important than what you say... this session will help you get it right and show the audience exactly what you need to get your message across. Gain skills and confidence when presenting to a room or to a camera and find out why presenting is like playing catch.

Come along to explore:

- Body language
- Vocal use
- Emotional projection and actioning
- Techniques for dealing with nerves
- Tips about technical set up for online presenting

Want to access an on-demand version of this session? Head on over to [Presentation skills: How not to be rubbish \(at presentations\)](#).

[Join Presentation delivery skills: How not to be rubbish Thursday, 3rd November, 10:00-12:00 here.](#)

**Click the following link to download an Outlook calendar invite for this workshop:**

[Outlook Calendar Invite for Presentation delivery skills: How not to be rubbish](#)  
[Thursday, 3rd November, 10:00-12:00](#)

## Data visualization: An Introduction

Tuesday, 8th November, 09:30-12:30

**Who's it for:** Postgraduate researchers (e.g. MRes, PhD, DBA, Prof Doc)

**Type of session:** some levels of engagement and interaction, mainly via the chat box e.g. Q and As, chat box interaction, optional participation over camera and microphone. Private space with access to camera and microphone not required and is optional

**Recording:** Yes

**RDF segment:** D2: Communication and Dissemination

Facilitator: [Dr Mhairi Towler, Vivomotion](#)

This workshop will serve as an introduction to the vast field of data visualisation. Highlighting on-line tools, you will learn how to tell stories with your data. Examples of unique data visualisation projects will be shown for inspiration. Designing communications that appeal on an aesthetic level is important no matter what discipline you work in. This workshop will look at how data can be turned into compelling visual stories, including flat graphic design (infographics).

Topics covered include:

- The importance of good visual storytelling;

- Designing and presenting graphs and charts to maximise their impact; and
- Examples of good practice.

Please note: Although different visualisation software options will be discussed during the workshop, this is not a software-training course

Want to access an on-demand version of this session? Head on over to [Data visualization \(an Introduction\)](#).

[To book Data visualization: An Introduction Tuesday, 8th November, 09:30-12:30 click here.](#)

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## Getting to grips with the online RDF planner

Thursday, 10th November, 13:00-14:30

**Who's it for:** Postgraduate researchers (e.g. MRes, PhD, DBA, Prof Doc)

**Type of session:** some levels of engagement and interaction, mainly via the chat box e.g. Q and As, chat box interaction, optional participation over camera and microphone. Private space with access to camera and microphone not required and is optional

**Recording:** Yes

**RDF segment:** B1: Personal Qualities; B3: Professional and Career Development

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Facilitator: [Dr Grainne Barkess](#)

All Research Degree students have access to Vitae's online development planner which can help identify areas you might want to focus on for development, helps you recognise the progress you have already made, and helps you reflect on your career plans. It also helps you keep track of your development and career plans for discussion with your supervisory team.

[Join Getting to grips with the online RDF planner Thursday, 10th November, 13:00-14:30 here.](#)

**Click the following link to download an Outlook calendar invite for this workshop:**

Outlook Calendar Invite for Getting to grips with the online RDF planner Thursday, 10th November, 13:00-14:30



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## Literature Reviews

Friday, 11th November, 09:30-11:00

**Who's it for:** Postgraduate researchers (e.g. MRes, PhD, DBA, Prof Doc)

**Type of session:** some levels of engagement and interaction, mainly via the chat box e.g. Q and As, chat box interaction, optional participation over camera and microphone. Private space with access to camera and microphone not required and is optional

**Recording:** Yes

**RDF segment:** A1: Knowledge Base

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Facilitator: [Dr Linda Gunn](#), [Melanie Kinchant](#)

Literature reviews are the foundations on which we build our own research. They are your opportunity to demonstrate that you have fully engaged with all of the theory, discussion and debate relevant to your topic. This session looks at understanding what a literature review is and at planning and structuring it in an effective way.

**Ahead of the session:**

Spend up to 30 minutes [reviewing the information on this padlet.](#)

[Join Literature Reviews Friday, 11th November, 09:30-11:00 here.](#)

**Click the following link to download an Outlook calendar invite for this workshop:**

[Outlook Calendar Invite for Literature Reviews Friday, 11th November, 09:30-11:00](#)

Increase your stress hardiness and thrive during your PhD 🌱

**Tuesday 15th November, 13:00-15:00**

**Who's it for:** Postgraduate researchers (e.g. MRes, PhD, DBA, Prof Doc)

**Type of session:** some levels of engagement and interaction, mainly via the chat box e.g. Q and As, chat box interaction, optional participation over camera and microphone. Private space with access to camera and microphone not required and is optional

**Recording:** will not be available

**RDF segment:** B1: Personal qualities; B2: Self-management

Facilitator: [Dr Rosemary Doyle, Fistral Training](#)

The challenge of PhD study brings with it a range of factors likely to create stress for PhD students. Workplace stress in general is understood to be exacerbated by factors such as: workload, a lack of clarity about roles and responsibilities, badly managed change, a lack of control at work and poor relationships. PhD students may suffer all of these issues and in addition, they may suffer stressful circumstances associated specifically with PhD study, such as isolation, lack of certainty about what is required, self-doubt in the face of the challenge of PhD research, and the inevitable ups and downs of such a long and difficult project. Any PhD student may suffer the stress of unexpected problems or disappointments during a PhD, and in the current global circumstances, all PhD students are having to deal with a raft of unforeseen problems initiated by the Covid 19 pandemic. Whilst it is impossible to avoid stress during a PhD, it is possible, through self-management techniques, to minimise the negative impact of stress.

In this online course, participants will learn the underlying factors that may cause stress and understand the physiological and psychological impact of stressful

experiences, in the short and long term. They will understand how stress may undermine the high-level cognitive functions that are necessary to undertake research work at this level. They will then learn a range of self-management techniques to minimise the impact of stressful experiences on their ability to function effectively. They will also learn how to take steps to develop stress-hardiness over the long term, through practices designed to calm the stress reactive parts of their brain and develop stress-hardy perspectives.

During this 2hr webinar participants will:

- Gain an understanding of the causes of stress in the workplace and its physiological and psychological impact
- Learn techniques to deal with stressful experiences whilst maintaining their ability to cope with the demands of work
- Learn techniques to develop greater stress hardiness and resilience over time

[To book Increase your stress hardiness and thrive during your PhD click here](#)

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## CAKE: Conferences

**Wednesday, 16th November, 12:30-13:30**

**Who's it for:** Postgraduate researchers (e.g. MRes, PhD, DBA, Prof Doc)

**Type of session:** high levels of engagement and interaction, active participation likely e.g. breakout rooms, groups discussions. Private space with access to camera and microphone highly recommended to get the best experience

**Recording:** will not be available

**RDF segment:** B3: Professional and Career Development

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Facilitator: [Amy King](#), [Vani Naik](#)

Topic: Conferences

Conferences can feel intimidating as a postgraduate researcher. In this meeting, we'll share tips when navigating Napier's processes for attending conferences, tricks for making the most of them once you're there, and how to improve your experience of online/hybrid conferences when you can't be "in the room".

[Join CAKE: Conferences Wednesday, 16th November, 12:30-13:30 here.](#)

**Click the following link to download an Outlook calendar invite for this workshop:**

[Outlook Calendar Invite for CAKE: Conferences Wednesday, 16th November, 12:30-13:30](#)

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## Research Degrees Supervision Induction

**Thursday 17th November, 09:30-16:00**

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***The Rivers Suite, Craiglockhart Campus***

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**Who's it for:** Staff new to research degrees supervision at Edinburgh Napier University

**Type of session:** In-person event

**Recording:** will not be available

**RDF segment:** D1: Working with others (Supervision)



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Facilitators: [Dr Calum Neill](#), [Dr Grainne Barkess](#)

\*\*\*This is an in-person event\*\*\*

This workshop is aimed at staff who are new to research degree supervision at Edinburgh Napier. **Attendance is required before staff can be eligible to start research degree supervision.**

The induction will cover:

- Edinburgh Napier structures and processes supporting research degrees
- Key milestones in our research degrees
- The role of a supervisor
- Developing the supervisory relationship with your student
- Working within a supervisory team
- Models of supervision

The workshop will have a mixture of presentations and group discussions, and will also give you opportunities to meet other supervisors and join our community of practice supporting supervisors across the university.

Participants need to be able to **attend the full day** to complete their induction process for research degree supervision.

Please sign up using the link below, using your Edinburgh Napier email address

[To book Research Degrees Supervision Induction click here](#)

**Career planning for Early-Career Researchers**

**Tuesday 22nd November, 09:30-16:00**

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*Location, Queen Margaret University, To be Confirmed*

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**Who's it for:** Early-career researchers and academics

**Type of session:** In-person event

**Recording:** will not be available

**RDF segment:** B3: Professional and Career Development

Facilitator: [Dr Emma Williams, EJW Solutions](#)

\*\*\*This is an in-person event\*\*\*

### **What's your career plan?**

In this full-day in-person workshop join Early career researchers/academics from QMU and Edinburgh Napier to explore career planning – when you will have a chance to explore different career routes, evaluate your own skills, and learn how to prepare for a job search. The workshop will also consider developing your CV and tips for dealing with interviews, and will involve group work alongside time for individual reflection.

Topics covered include:

- Decision making and the WRAP framework
- Career timelines and values

- Exploring example career routes
- Skills evaluation
- How to approach a job search (including real time job search)
- Top tips on CVs, applications and interviews
- Networking
- There could be talks from ex-researchers who have gone onto non-academic careers

Want to access online courses related to this session? [Head on over to the On-demand resources for research and academic staff page here.](#)

[To book Career Planning for Early-Career Researchers click here](#)

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## Build Your Resilience and Take your PhD in your Stride 🌱

**Tuesday 22nd November, 13:00-15:00**

**Who's it for:** Postgraduate researchers (e.g. MRes, PhD, DBA, Prof Doc)

**Type of session:** some levels of engagement and interaction, mainly via the chat box e.g. Q and As, chat box interaction, optional participation over camera and microphone. Private space with access to camera and microphone not required and is optional

**Recording:** will not be available

**RDF segment:** B1: Personal qualities; B2: Self-management

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Facilitator: [Dr Rosemary Doyle, Fistral Training](#)

A PhD is a long, demanding project that tests everyone who takes on this challenge. The inevitable ups and downs of the process can threaten the confidence and motivation of all PhD students. Understanding that PhD study will likely be one of the most difficult undertakings of your life and preparing to increase your resilience in order to be able meet this challenge is one way of ensuring that you can maintain your performance and your wellbeing during your studies and beyond.

In this webinar, participants will learn how their own mindset can increase or decrease their resilience in the face of the challenges of a PhD. They will learn what they can do to ensure they put in place the psychological foundations of resilience. They will also learn some simple, daily techniques to boost and preserve their resilience levels for the long haul.

During this 2hr webinar participants will:

- Understand the psychological building blocks of resilience
- Learn techniques to foster a mindset for resilience and success
- Learn daily practices to boost their resilience levels

[To book Build Your Resilience and Take your PhD in your Stride click here](#)

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## PowerPoint slide design: No more death by PowerPoint

Wednesday, 23rd November, 10:00-12:00

**Who's it for:** All research staff and students

**Type of session:** some levels of engagement and interaction, mainly via the chat box e.g. Q and As, chat box interaction, optional participation over camera and microphone. Private space with access to camera and microphone not required and is optional

**Recording:** Yes

Facilitator: [Duncan Yellowlees Training](#)

70% of doing a presentation happens before you get anywhere near a stage... and if you get it wrong, you will definitely regret it. This session will take participants step by step through creating a standout talk that will really engage audiences

Participants will

- Learn the 3 core concepts to good presentations
- Gain insights into slide design and creation
- Use my presentation design canvas to build a talk
- Find the value in preparation and practice
- Make use of my building blocks strategy to take the stress out of making presentations

This session maps to the [RDF's](#) sub domain of 'Communication & dissemination' (D2).

Want to access an on-demand version of this session? Head on over to [Presentation skills: Data presentation \(how not to suck at PowerPoint\)](#)

[Join PowerPoint slide design Wednesday, 23rd November, 10:00-12:00 here.](#)

**Click the following link to download an Outlook calendar invite for this workshop:**

[Outlook Calendar Invite for PowerPoint slide design Wednesday, 23rd November, 10:00-12:00 here.](#)

**Planning for Uncertainty**

**Thursday 24th November, 09:30-11:30**

**Who's it for:** Postgraduate researchers (e.g. MRes, PhD, DBA, Prof Doc), Early-career researchers

**Type of session:** some levels of engagement and interaction, mainly via the chat box e.g. Q and As, chat box interaction, optional participation over camera and microphone. Private space with access to camera and microphone not required and is optional

**Recording:** will not be available

**RDF segment:** B1: Personal qualities; B2: Self-management

Facilitator: [Dr Rosemary Doyle, Fistral Training](#)

This session applies learning from the Introduction to Project Planning webinars in the context of dealing with uncertainty in projects. Research is a special type of project, but a project nonetheless, with the constraints similar to many others: constrained time (funding period), limited budget (awarded grant) and scarce resources (often a very small team or even just an individual). The major difference between a research project and a "typical" project is the inherent uncertainty of the end point which can make research projects more difficult to plan. This uncertainty is called risk.

This final webinar in the series considers this uncertainty by presenting tools and techniques to proactively identify and respond to risks during the planning process, rather than reactively during the project - when the focus should be on the work. It addresses methods to introduce contingency into the work-plan to cover for unanticipated events and discusses how to create a flexible plan that recognizes and allows for uncertainty.

By the end of this 2hr webinar participants will have:

- Learned various techniques for identifying sources of potential issues and risks

in their projects

- Considered methods to deal with problems proactively and before they happen
- Been shown how to integrate these solutions into a usable project plan and calculate time contingency for unforeseen events

Prerequisites: Attendance at [Introduction to Project Planning](#), is recommended.

[To book Planning for Uncertainty click here](#)

## NVIVO for Windows: An Introduction

**Monday 28th November, 09:30-11:30**

**Who's it for:** All research staff and students

**Type of session:** some levels of engagement and interaction, mainly via the chat box e.g. Q and As, chat box interaction, optional participation over camera and microphone. Private space with access to camera and microphone not required and is optional

**Recording:** Yes

**RDF segment:** A1: Knowledge base

Facilitator: [Elizabeth Wiredu](#)

All researchers are invited to join this hands-on software training in the use of Nvivo 12 (specific for those with Windows based computers). The session is practical training in using NVIVO 12, including specific advice on ongoing projects. This will be undertaken by our usual facilitator, Elizabeth Wiredu.

Researchers joining the session will also be provided with training materials, and a recorded copy of the training when it has concluded.

Please bear in mind that you must be able to access NVIVO 12 on your device for the session, and you should make sure this is possible beforehand (this can be found on apps anywhere).

This session maps to the [RDF's](#) sub domain of 'Knowledge Base' (A1).

[Join NVIVO for Windows: An Introduction Monday 28th November, 09:30-11:30 here.](#)

**Click the following link to download an Outlook calendar invite for this workshop:**

[Outlook Calendar Invite for NVIVO for Windows: An Introduction Monday 28th November, 09:30-11:30 here.](#)

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## Poster Design: An Introduction

Tuesday, 29th November, 09:30-12:30

**Who's it for:** Postgraduate researchers (e.g. MRes, PhD, DBA, Prof Doc)

**Type of session:** some levels of engagement and interaction, mainly via the chat box e.g. Q and As, chat box interaction, optional participation over camera and microphone. Private space with access to camera and microphone not required and is optional

**Recording:** Yes



Facilitator: [Dr Mhairi Towler, Vivomotion](#)

This workshop/seminar introduces researchers to the fundamentals of communicating research via visual means. Participants will leave with a foundation in what aspects should be considered when preparing their research findings for visual presentation. This workshop/seminar is designed for individuals who wish to understand how good, basic design can enhance the quality of their poster presentations.

By the end of the seminar you will be able to:

- Define the principles around poster design.
- Produce a draft plan for your poster.
- Critique any previous posters you've made for improvement.

Want to access an on-demand version of this session? Head on over to [Poster design \(an Introduction\)](#).

[Join Poster Design: An Introduction Tuesday, 29th November, 09:30-12:30 here.](#)

**Click the following link to download an Outlook calendar invite for this workshop:**

[Outlook Calendar Invite for Poster Design: An Introduction Tuesday, 29th November, 09:30-12:30 here.](#)

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**Wednesday 30th November, 09:30-11:30**

**Who's it for:** All research staff and students

**Type of session:** some levels of engagement and interaction, mainly via the chat box e.g. Q and As, chat box interaction, optional participation over camera and microphone. Private space with access to camera and microphone not required and is optional

**Recording:** Yes

**RDF segment:** A1: Knowledge base

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Facilitator: [Elizabeth Wiredu](#)

All researchers are invited to join this hands-on software training in the use of Nvivo 12 (specific for those with MAC based computers). The session is practical training in using NVIVO 12, including specific advice on ongoing projects. This will be undertaken by our usual facilitator, Elizabeth Wiredu.

Researchers joining the session will also be provided with training materials, and a recorded copy of the training when it has concluded.

Please bear in mind that you must be able to access NVIVO 12 on your device for the session, and you should make sure this is possible beforehand (this can be found on apps anywhere)

This session maps to the [RDF's](#) sub domain of 'Knowledge Base' (A1).

[Join NVIVO for MAC: An Introduction Wednesday 30th November, 13:30-16:30 here.](#)

**Click the following link to download an Outlook calendar invite for this workshop:**

[Outlook Calendar Invite for NVIVO for MAC: An Introduction Wednesday 30th November, 09:30-11:30 here.](#)

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## Research Degree Supervisor Briefing

**Thursday 1st December, 10:00-12:00**

**Who's it for:** Research Degree Supervisors

**Type of session:** some levels of engagement and interaction, mainly via the chat box e.g. Q and As, chat box interaction, optional participation over camera and microphone. Private space with access to camera and microphone not required and is optional

**Recording:** Yes

**RDF segment:** D1: Working with others (Supervision)

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Facilitators: [Dr Calum Neill](#), [Dr Grainne Barkess](#)

As it is essential that Research Degree Supervisors remain up-to-date with policy changes and changes in the wider sector, academic staff involved in research degrees will now be required to attend a short briefing every two years. If it has been two years, or close to two years, since you attended our 'Induction to Research degree supervision' course then please come along to this shorter session where we will:

- Give an update on recent changes to examination outcomes
- review key milestones in research degrees
- have an opportunity to discuss common challenges in research degree supervision.

[Join Research Degree Supervisor Briefing \*\*Thursday 1st December, 10:00-12:00\*\* here.](#)

**Click the following link to download an Outlook calendar invite for this workshop:**

Outlook Calendar Invite for Research Degree Supervisor Briefing **Thursday 1st December, 10:00-12:00** here.

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## Getting Unstuck: Procrastination busting techniques

**Thursday 1st December, 13:00-15:00**

**Who's it for:** Postgraduate researchers (e.g. MRes, PhD, DBA, Prof Doc)

**Type of session:** some levels of engagement and interaction, mainly via the chat box e.g. Q and As, chat box interaction, optional participation over camera and microphone. Private space with access to camera and microphone not required and is optional

**Recording:** will not be available

**RDF segment:** B1: Personal qualities; B2: Self-management

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Facilitator: [Dr Rosemary Doyle, Fistral Training](#)

Everyone procrastinates at some point in their work. The question is, how much and why? Chronic procrastination can limit your success, whatever your talents and expertise. Additionally, over time, procrastination can undermine your self-belief and confidence. PhD study can make procrastinators of everyone, because of its specific challenges: it is a long-term project, with few short-term deadlines, and it is a supremely difficult undertaking.

Whether you are an occasional or chronic procrastinator, this webinar will provide you with some insights into your personal procrastination habits and provide you with ideas to counteract this tendency. You will also learn some simple, short-term techniques to deal with procrastination when it strikes.

During this 2hr webinar participants will:

- Understand what sits behind acute and chronic procrastination
- Identify tactics to address their procrastination habits
- Get moving through simple procrastination busting techniques

Prerequisites: None

[To book Getting Unstuck: Procrastination busting techniques click here](#)

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## SPSS: An Introduction

**Monday 5th December, 09:30-12:30 and Tuesday 6th December, 13:30-16:30**

**Who's it for:** All research staff and students

**Type of session:** some levels of engagement and interaction, mainly via the chat box e.g. Q and As, chat box interaction, optional participation over camera and microphone. Private space with access to camera and microphone not required and is optional

**Recording:** Yes

**RDF segment:** A1: Knowledge base

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Facilitator: [Elizabeth Wiredu](#)

\*\*\*Please note there are two parts to this session- make sure to come to both to get the most out of the session\*\*\*

All researchers are invited to join this hands-on software training in the use of SPSS. The session is practical training in using SPSS, including specific advice on ongoing projects. This will be undertaken by our usual facilitator, Elizabeth Wiredu.

Researchers joining the session will also be provided with training materials, and a recorded copy of the training when it has concluded.

Please bear in mind that you must be able to access SPSS on your device for the session, and you should make sure this is possible beforehand (this can be found on apps anywhere on the Virtual Desktop).

[Join SPSS: An Introduction Monday 5th December 09:30-12:30 here](#)

[Join SPSS: An Introduction Tuesday 6th December 13:30-16:30 here.](#)

**Click the following link to download an Outlook calendar invite for this workshop:**

[Outlook Calendar Invite for SPSS: An Introduction Monday 5th December 09:30-12:30 here](#)

[Outlook Calendar Invite for SPSS: An Introduction Tuesday 6th December 13:30-16:30 here](#)

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## Exam Panel Chair Training

**Tuesday, 6th December, 10:00-12:00**

**Who's it for:** Examiners/panel chairs/supervisors

**Type of session:** some levels of engagement and interaction, mainly via the chat box e.g. Q and As, chat box interaction, optional participation over camera and microphone. Private space with access to camera and microphone not required and is optional

**Recording:** will not be available

**RDF segment:** C1: Professional conduct

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Facilitator: [Professor Chris Atton](#)

The session will discuss the role and responsibilities of the non-examining panel chair, with a particular focus on the PhD and DBA viva voce examinations. It will emphasise the importance of the chair in ensuring a fair and robust examination, assisting the examiners to reach consensus and recording discussions and decisions. Attendance at this session fulfils the requirement for appropriate training for the role of non-examining panel chair, as stated in section 7.6 of the Research Degrees Framework.

[Join Exam Panel Chair Training Workshop Tuesday 6th December 10:00-12:00 here.](#)

**Click the following link to download an Outlook calendar invite for this workshop:**

[Outlook Calendar Invite for Exam Panel Chair Training Workshop 6th December 10:00-12:00](#)



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## Alternative Guide to Postgraduate Funding

**Wednesday, 7th December, 11:00-13:00**

**Who's it for:** Postgraduate researcher (e.g. MRes, PhD, DBA, Prof Doc); Professional services staff; Prospective PhD students interested in exploring funding would also benefit from the workshop

**Type of session:** some levels of engagement and interaction, mainly via the chat box e.g. Q and As, chat box interaction, optional participation over camera and microphone. Private space with access to camera and microphone not required and is optional

**Recording:** Yes

**RDF segment:** C3: Finance, funding and resources; B3: Professional and career development

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Facilitator: [Dr Luke Blaxill](#)



Are you a current PhD or PGR student who needs extra funding for fees, living expenses, research, conference or 4<sup>th</sup> year PhD writing-up costs? Have you been adversely affected financially by the Covid-19 Coronavirus?

If the answer is 'yes', then considering attending this webinar!

It's all about funding from unusual places you probably haven't heard of! As well as explaining the more 'usual' postgraduate funding options available, it's mainly about alternative grant-making bodies in Britain: principally charities, trusts, and foundations.

By the end of the course, you'll be able to:

- identify the appropriate alternative funding bodies for you
- find them via books and the internet
- apply strongly and correctly.

[Join Alternative Guide to Postgraduate Funding \*\*Wednesday, 7th December, 11:00-13:00\*\* here.](#)

**Click the following link to download an Outlook calendar invite for this workshop:**

[Outlook Calendar Invite for Alternative Guide to Postgraduate Funding \*\*Wednesday, 7th December, 11:00-13:00\*\*](#)

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## Selecting Examiners

**Wednesday, 7th December, 14:00-16:00**

**Who's it for:** Research and Academic staff involved in selecting examiners

**Type of session:** some levels of engagement and interaction, mainly via the chat box e.g. Q and As, chat box interaction, optional participation over camera and microphone. Private space with access to camera and microphone not required and is optional

**Recording:** yes

**RDF segment:** C1: Professional conduct

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Facilitator: [Professor Chris Atton](#)

This session will explore the principles and processes for selecting examiners for research degrees. It will address questions of expertise, relevance and complementarity between examiners. Crucially, it will answer the question: what makes an examination team? The session is primarily aimed at directors of studies, but will also be useful to other members of supervisory teams as well as to research degree candidates themselves.

[Join Selecting Examiners Workshop \*\*Wednesday, 7th December, 14:00-16:00\*\* here.](#)

**Click the following link to download an Outlook calendar invite for this workshop:**

[Outlook Calendar Invite for Selecting Examiners Workshop \*\*Wednesday, 7th December, 14:00-16:00\*\*](#)

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## Examining Research Degrees

**Tuesday, 13th December, 10:00-12:00**

**Who's it for:** Examiners/panel chairs/supervisors

**Type of session:** some levels of engagement and interaction, mainly via the chat box e.g. Q and As, chat box interaction, optional participation over camera and microphone. Private space with access to camera and microphone not required and is optional

**Recording:** Yes

**RDF segment:** C1: Professional conduct

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Facilitator: [Professor Chris Atton](#)

Learn about the various roles of examiners during a research degree viva and hear about viva procedures here at ENU.

[Join Examining Research Degrees Workshop Tuesday 13th December 10:00-12:00 here.](#)

**Click the following link to download an Outlook calendar invite for this workshop:**

[Outlook Calendar Invite for Examining Research Degrees Workshop Tuesday 13th December 10:00-12:00](#)



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## The Viva Experience

**Wednesday, 14th December, 10:00-12:00**

**Who's it for:** Postgraduate researchers (e.g. MRes, PhD, DBA, Prof Doc)

**Type of session:** some levels of engagement and interaction, mainly via the chat box e.g. Q and As, chat box interaction, optional participation over camera and microphone. Private space with access to camera and microphone not required and is optional

**Recording:** Yes

**RDF segment:** C1: Professional conduct

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Facilitator: [Professor Chris Atton](#)

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.

[Join The Viva Experience Workshops Wednesday 14th December 10:00-12:00 here.](#)

**Click the following link to download an Outlook calendar invite for this workshop:**

[Outlook Calendar Invite for The Viva Experience Workshops Wednesday 14th December 10:00-12:00](#)

## CAKE: Resting and Wrapping Up 🌱

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**Wednesday, 14th December, 12:30-13:30**

**Who's it for:** Postgraduate researchers (e.g. MRes, PhD, DBA, Prof Doc)

**Type of session:** high levels of engagement and interaction, active participation likely e.g. breakout rooms, groups discussions. Private space with access to camera and microphone highly recommended to get the best experience

**Recording:** will not be available

**RDF segment:** B3: Professional and Career Development

Facilitator: [Amy King](#), [Vani Naik](#)

Topic: Resting and Wrapping up 2022

Academia is notorious for its frenetic, always-on mentality. We're challenging the status quo with an active appreciation of slowness and valuing the benefits of downtime. As we wind down for the winter break, this session will be a space to reflect on your experiences in academia throughout 2022, and to share how you make time to rest and relax.

[Join CAKE: Resting and wrapping up Wednesday, 14th December, 12:30-13:30 here.](#)

**Click the following link to download an Outlook calendar invite for this workshop:**

[Outlook Calendar Invite for CAKE: Conferences Wednesday, 14th December, 12:30-13:30](#)