Postgraduate Researchers 18/19

Transferable skills, professional and personal development training and support
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Your supervisory team will meet you regularly to ensure your PhD project is on track and to identify and tackle problems as they arise. In the same way, the University has a range of services and resources to help you recognise when issues are troubling you and affecting your wellbeing. The IAD’s role is to support you in developing the skills you will need to succeed in research, but when you attend our workshops and events you can also meet other researchers and share perspectives from them about your concerns and successes. We are also developing a range of online resources, so you can access development opportunities flexibly.

There’s no shame or stigma in admitting that you need help during your research degree. If you ask for help early, there’s more time to work with you to find the right support for your needs. Schools and institutes support wellbeing in many different ways – coffee mornings, pastoral tutors, mentoring or student-staff committees. The fact these mechanisms are in place demonstrates that we expect you to need, and ask for help during your PhD.

If you need more than peer support, you can and should approach one of the University’s support services. The Student Counselling Service supports the mental health of all students, including PhD researchers, through counselling, workshops and referral to other services. The Student Disability Service provides specialist support, advice and guidance on request. The Student Advice Place is the Edinburgh University Students Association’s professional advice team. The Chaplaincy offers a wide variety of wellbeing activities, for people of all faiths and none. You can also access support from a range of expert third parties including Big White Wall.

www.ed.ac.uk/counselling-services
www.ed.ac.uk/chaplaincy/mindfulness-and-wellbeing
www.eusa.ed.ac.uk/support_and_advice/the_advice_place/
How to use this brochure

This brochure is a guide to the core training and support available through the IAD for postgraduate researchers. To make it easier for you to find what you are looking for, we have broken down our core programme of workshops into themes: Research Planning and Management, Communication and Impact, Writing and Publishing, Digital and Library Skills, Statistics, Personal Effectiveness and Public Engagement. Each workshop has a short description, suitability and an indication of how frequently it is run through the academic year. We have also mapped all our training to the Researcher Development Framework (RDF). You can find a short introduction to this and an overview of the mapping on page 8. Please note that the programme is subject to possible change throughout the year, the most up to date information (including dates, full descriptions and booking information) can be found here:

www.ed.ac.uk/institute-academic-development/postgraduate/doctoral/courses/course-list

How do I know what training I need?

We recognise that each researcher has a set of unique training needs and recommend that you consider the following:

1. Reflect on your current skills to identify your strengths and areas where you feel there are gaps. The RDF can be used for this purpose.
2. Speak to your supervisor about your training needs.
3. Speak to other researchers, to share advice and recommendations about training.
4. Check what your School/College provides in terms of support and training.
5. Look at the IAD web pages, read our monthly newsletter and follow our blog.
6. Complete the Training Needs Analysis Form on the IAD webpages.

Bookings and Cancellations

Booking: To book any of our workshops please visit our webpage:
www.ed.ac.uk/institute-academic-development/postgraduate/doctoral/courses/course-list
where you will find a list of all workshops on offer and a link to book a place. Workshops generally open for booking one month in advance of the shown date. If you do not see a live booking link, please check back nearer the workshop date.

Waiting lists: If the workshop is full please add yourself to the waiting list, if we see there is a high demand for a workshop we will aim to add additional workshops based on waiting list numbers.

Cancelling: If you need to cancel your booking, please do so at your earliest opportunity and at least 3 days before the event. Someone else may be able to take your place, but we need time to contact them. Also, although you are not charged for an event, there are costs we incur (e.g. administration costs, tutor fees and catering) which relate directly to places reserved.

How to cancel: You can cancel your booking via the MyEd Event Booking Channel. Go to MyEd and then the Event Booking Channel. Click on “My Bookings” - here you will have the option to cancel your place.

Attendance: We maintain attendance registers; unexpected absences will be noted. If you consistently fail to attend, or repeatedly cancel with very short notice, you may be prevented from booking future IAD events.
PGR Roadmap

This road map is designed to help you plan your development through your time as a postgraduate researcher. This is indicative only and you should always take time to reflect and plan your own personal development and discuss this with your supervisor.

Starting out is exciting, but can be daunting as there seems to be so much to do!

Consider the following

- Understand your expectations, those of your supervisor and of the institution. Look at the Code of Practice, read information available through your School and College, speak to your supervisor.
- Understand the milestones – what are you working towards and make a plan. Remember to include time to relax and do activities outside your research.
- Start your networks with peers and other researchers. Find out what is available and attend relevant events.
- Take time to ensure you are confident with the basics, eg. do you know how to use the library? Do you know about reference managers?
- Breathe! Think of the first stage as a starting point in a much bigger project – you are not expected to have all the answers from day one!

Some skills to focus on

- Project planning and management
- Time management
- Library skills – finding literature, managing references etc.
- Language and writing skills
- Understanding ethics and integrity

Some recommended workshops

Prepare for Doctoral Success, How to be an Effective Researcher, Seven Secrets of a Highly Successful Research Student, Practical Project Management

Take time to reflect, review your progress and start to look forward to life after your degree. If you are finding this period tough, try not to worry. Speak to others and identify ways to ensure you have a good work/life balance.

Some things to consider

- Review your research plan. Ensure it is still current.
- Focus on writing. Writing is hard work and requires commitment. Identify ways in which you can prioritise writing time. Experiment with different approaches to find ones which suit you.
- Reflect on the achievements you have made and how far you have come. Examine your skills, what have you developed and what do you want to develop now?
- Focus on communication skills. Find out about ways to communicate your research and build on your networking skills.
- Think about what next – do some career planning.

Some recommended workshops

Presenting Made Easy, Effective Writing

The end is in sight, although the writing up stage can seem to drag on! Make sure you know what is expected from you in terms of thesis formatting, submission and examination procedures and regulations.

Some things to consider

- If you are still finding it difficult to get into a regular writing habit, attend a writing retreat.
- Ensure you know the standards required for your thesis. Become an expert proof reader!
- Prepare as best you can for the viva examination.
- Continue to build a plan for your career post-degree.
- Although this can be a stressful time, do still plan for breaks and taking time out for yourself.

Some recommended workshops

Viva Survivor, GradSchool
Plan your final year
Researcher Development Framework (RDF)

The Researcher Development Framework (RDF) was developed by Vitae (www.vitae.ac.uk) as a tool to assist researchers in identifying and planning their professional and personal skills development. It is a comprehensive framework made up of 4 main domains:

Domain A: Knowledge and Intellectual Abilities
Domain B: Personal Effectiveness
Domain C: Research Governance and Organisation
Domain D: Engagement, Influence and Impact

These domains are further categorised into 12 sub-domains and for each there are 5 stages of development. Further information on these and on the various lenses which have been developed to help focus on particular areas, is available on the Vitae webpages.

There are many different ways in which researchers can make use of the RDF. One of these is to start by doing a skills audit to identify present and desired competence and confidence levels in a particular skill area. As a researcher you are likely to have a wide range of skills which may have been acquired through past studies, work or other experience. It is important to recognise these and to reflect on how these can be refined and developed. Equally, you may have gaps in your knowledge or experience of a particular skill area, and the RDF can help you to recognise these.

You can log on to the Vitae web pages with your University email address to access the resources and materials.

One way to develop skills is to undertake training in a certain area. At the IAD, we have mapped all our workshops to the domains of the RDF in order to support the use of the RDF by researchers. This mapping can be found on pg 10-13.

Vitae © 2010 Careers Research and Advisory Centre (CRAC) Limited vitae.ac.uk/RDFconditions
### RDF Mapping

<table>
<thead>
<tr>
<th>Domain A</th>
<th>Domain B</th>
<th>Domain C</th>
<th>Domain D</th>
</tr>
</thead>
<tbody>
<tr>
<td>A1</td>
<td>A2</td>
<td>A3</td>
<td>B1</td>
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</tbody>
</table>

#### Research Planning and Management
- **Good Practice in Research Data Management**
- **Managing Your Research Project**
- **Finding Funding for your Research**
- **Practical Project Management for Research Students**
- **Viva Survivor**

#### Communications and Impact
- **Designing Effective Slides**
- **Pitch Perfect: Public Speaking, Networking and Engaging**
- **How to Design an Effective Conference Poster**
- **Presenting Made Easy - Presentation Techniques**
- **Presenting Made Easy - Delivering Presentations**
- **Presenting your Poster Pitch**
- **Research, Researchers and Media**
### Digital and Library Skills

<table>
<thead>
<tr>
<th>Beginners Guide to Imaging</th>
<th>Social Media for Research and Impact</th>
<th>PhD Library orientation &amp; searching the research literature</th>
<th>Producing a Thesis in Word 2013</th>
<th>Searching Research Literature and Managing Bibliographies</th>
<th>Managing a Bibliography in Endnote</th>
<th>Finding Academic Literature</th>
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### Statistics

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<th>Statistical Consultancy 1:1 Session</th>
<th>Introductory Statistics for Life Scientists</th>
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### Public Engagement

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<tr>
<th>Public Engagement Beyond Public Lectures</th>
<th>Story Telling Techniques for Effective Communication</th>
<th>Voice and Presentation Skills</th>
<th>How to Design a Public Engagement Process</th>
<th>An Introduction to Public Engagement in Research</th>
<th>Facilitation Skills for Public Engagement</th>
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### Personal Effectiveness

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<th>Conference and Events Organising</th>
<th>Creating Effective Collaboration</th>
<th>Creative Problem Solving for Researchers</th>
<th>Developing Personal Presence and Contacts</th>
<th>Ease the Load - Feel good about your busy life</th>
<th>How to be an Effective Researcher</th>
<th>Mapping Your Mind</th>
<th>Seven Secrets of a Highly Successful Research Student</th>
<th>Simply Assertive</th>
<th>Speed Reading</th>
<th>Team Building and Leadership Fundamentals</th>
<th>Think Strategically and Respond Rapidly</th>
<th>Managing Your Work, Yourself and Your Goals</th>
<th>Managing Your Work: Working with Other People</th>
<th>Imposter Syndrome: Why Successful People Often Feel Like Frauds</th>
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### Domain A

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### Domain C

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### Domain D

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**Domain A**

- A1
- A2
- A3

**Domain B**

- B1
- B2
- B3

**Domain C**

- C1
- C2
- C3

**Domain D**

- D1
- D2
- D3
Workshops

The following workshops make up our core programme (open to all postgraduate researchers), we also support many Schools in a range of other ways including: induction sessions, managing your PhD, preparing for first year review, PhD Thesis Workshops and viva preparation sessions. For information on these please check our webpages and with your School.

Please note that all workshops are subject to change throughout the academic year. Full descriptions, learning objectives and links to booking for each of our workshops are available on the IAD website at:

www.ed.ac.uk/instituteacademicdevelopment/postgraduate/doctoral/courses/course-list

Find out what support is available from your College by contacting the College Postgraduate Office:
College of Arts, Humanities and Social Sciences: hsspg@ed.ac.uk
College of Science and Engineering: pgrcse@ed.ac.uk
College of Medicine and Veterinary Medicine: mvmpg@ed.ac.uk

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Research Planning and Management Workshops

Managing Your Research Project
This workshop focuses on the project management of research projects, covering topics such as high-level planning, prioritising, and monitoring the progress of your projects.

All Postgraduate Research students
Three times per year

Practical Project Management for Research Students
This workshop aims to provide you with an introduction to project management. We will cover topics such as setting objectives, planning, managing stakeholders, risk management and reflecting on completion of projects.

All Postgraduate Research students
Four times per year

Viva Survivor
This workshop covers preparation for the viva, sources of support, practical strategies and discuss common viva questions.
All 2nd and 3rd year PhD students
Three times per year

Good Practice in Research Data Management
This workshop explores key data management topics including day to day management, planning, back up and security.
All Postgraduate Research Students
Five times per year

Finding Funding for Your Research
This workshop explores the different sources of research funding and identifies a strategy for successful grant applications.
All Postgraduate Research Students
Twice per year

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Good Practice in Research Data Management
This workshop explores key data management topics including day to day management, planning, back up and security.
All Postgraduate Research Students
Five times per year

Finding Funding for Your Research
This workshop explores the different sources of research funding and identifies a strategy for successful grant applications.
All Postgraduate Research Students
Twice per year
Designing Effective Slides
This session focuses on designing effective slides for presentations.
All Postgraduate Research students
Once per year

Pitch Perfect: Public Speaking, Networking and Engaging
This workshop will focus on verbal skills and communication, focusing on techniques for presentation delivery, pitching research, networking and handling questions.
All Postgraduate Research students
Once per year

How to Design an Effective Conference Poster
This workshop will examine in detail the features, design and layout of a good poster.
All Postgraduate Research students
Twice per year

Presenting with Ease (online)
This online course aims to teach you the basic rules of giving presentations.
Twice per year

Presenting Made Easy - Presentation Techniques
This workshop is for those who want to develop and improve their presenting skills, focusing on delivery, body language, structure and dealing with nerves.
All Postgraduate Research students.
College-specific.
Six times per year

Presenting Made Easy - Delivering Presentations
This is an optional follow-on workshop from ‘Presentations Made Easy - Presentation Techniques’, allowing participants the chance to deliver a presentation and receive feedback.
All Postgraduate Research students. Must have attended the theory session “Presenting Made Easy - Presentation Techniques”.
Three times per year

Presenting your Poster Pitch
This workshop focuses on how you pitch your poster using new ‘elevator’ and ‘pecha kucha’ techniques in verbal/visual communication.
All Postgraduate Research students; must have attended “Writing and Designing Your Academic Poster”
Once per year

‘Just Present’ Presentation Peer Practice Sessions
These sessions give you an opportunity to practice delivering a presentation in front of a small audience and receive constructive feedback from peers.
Four times per year

Effective Conference Posters (online)
This online workshop examines the features of good poster design, looking at the relative importance of pictures versus words, and will equip the participants to play an active role in the design of their future conference posters.
Once per year

Research, Researchers and Media - A Hands On Approach to Communicating Your Research
This is a three day course on communicating your research through various media channels. Tasks involve programme planning, script writing and basic journalistic research before the final part of the course, which will take place at the BBC studios in Glasgow.
All Postgraduate Research students
Once per year

Academic Writer - The Creative Write
This workshop explores some of the creative writer’s toolkit through short writing exercises that initially take us outside the realm of academic writing, and eventually back into it.
Once per year

Academic Writing Peer Review
A workshop for doctoral researchers who would like to get feedback on their writing from a small, supportive audience.
All Postgraduate Research students
Four times per year

An Introduction to Copyright and Publishing
This workshop provides an overview on the fundamentals of copyright as it applies to PhD students in terms of writing the PhD thesis and associated publications.
All Postgraduate Research students.
Four times per year.

Beating Writer’s Block
This workshop focuses on writer’s block and strategies to overcome it.
All Postgraduate Research students.
College-specific.
Four times per year.

Collaborative Writing and Publishing
This workshop will explore both the benefits and potential pitfalls of writing in collaboration with others.
All Postgraduate Research students.
Once per year.

Effective Writing: Grammar
This workshop focuses on improving the grammar of native and non-native English speakers.
All Postgraduate Research students
Four times per year
Grammar and Punctuation (online)
This online workshop is designed to familiarise participants with the basic rules of good English grammar and punctuation.
*Once per year*

How to Be Your Own Best Editor
This workshop focuses on the key qualities of good writing and strategies for editing effectively.
*All Postgraduate Research Students*
*College-specific*
*Four times per year*

Is My Writing 'Academic' Enough?
This workshop will look at academic conventions in terms of writing style, organisation, and linguistic and stylistic choices.
*This is a college specific course and if possible, students should have attended 'The Writing Process - Getting Started'*
*Four times per year*

Text: Coherence, Structure and Argumentation
This workshop focuses on improving writing skills, including ordering sentences and paragraphs, signposting, and developing arguments.
*All Postgraduate Research Students*
*Twice per year*

The Writing Process: Getting Started
This workshop focuses on the early stages of the writing process: getting started, generating material, structuring a text and developing a first draft.
*All Postgraduate Research Students*
*College-specific*
*Four times per year*

This is what I do... and this is why it matters
This workshop explains how to capture what your research is about in an engaging way, so that it makes sense to others who might not share your background.
*Once per year*

Writing Abstracts
This workshop will scrutinise abstracts, considering the function of abstracts; their typical components and structure; abstract-related conventions in different disciplines; and the stylistic conventions associated with abstracts disciplines.
*All Postgraduate Research Students*
*Twice per year*

Writing Clinic
This workshop is an opportunity to receive feedback and discuss your writing individually in a dedicated 30 minute time slot.
*All Postgraduate Research Students*
*Monthly*

Writing Freely: Blogging About Your Research
This workshop explore what blogging can add to your academic practice and how to use it to support your research.
*All Postgraduate Research Students*
*Once per year*

Writing Retreats
A structured workshop providing dedicated writing time in a supportive environment.
*Duration - Full day*
*Twice per year*

Writing Well: Language and Style
The workshop focuses on key features and stylistic aspects of both academic and creative writing.
*All Postgraduate Research Students*
*Twice per year*

Just Write
A session to provide you with a quiet space and time to work on your chosen writing projects.
*Duration - 3 hours*
*Monthly*

Proof Reading
This workshop looks at copy-editing and proof-reading skills, common errors and a range of techniques for spotting them.
*All Postgraduate Research Students*
*Three times per year*
Managing a Bibliography in Endnote
This workshop is an introduction to inserting citations, adding records and managing bibliographic references in EndNote.
All Postgraduate Research students
Three times per year

Finding Academic Literature
This workshop offers an introduction to resources and databases available for research students to use to search for academic literature.
All Postgraduate Research students

Social Media for Impact
This workshop outlines key strategies for developing an online presence and boosting career prospects through the use of social media tools.
All Postgraduate Research students
Once per year

Searching Research Literature and Managing Bibliographies
This workshop covers the information research process and developing good practice in literature searching, focusing on complex search strategies, complex search tools and appropriate referencing systems.
1st year Postgraduate Research Students
Three times per year

Digital and Library Skills

Beginners Guide to Imaging
This 10-week online course aims to give students a basic understanding of the history of Imaging and imaging modalities.
All Postgraduate Research students
Once per year

PhD Library orientation & searching the research literature
This workshop offers an introduction to the library and other information resources available, and also includes information on the use of online bibliographic databases.
All Postgraduate Research students
Twice per year

Searching Research Literature and Managing Bibliographies

Introductory Statistics for Life Scientists - Level 1
This is an online five week course introducing students to the basic principles of statistical thinking and some of the most common types of analysis needed for research projects.
Aimed mainly at students in the College of Medicine & Veterinary Medicine, but open to all
Twice per year

Introductory Statistics for Life Scientists - Level 2
A five week online course building on material covered in the Level 1 course. The Level 2 course focuses on study design, correlation and linear regression, analysis of variance models and method comparison.
Open to all Postgraduate Research students who have completed Introductory Statistics for Life Scientists – Level 1
Twice per year

Statistical Consultancy 1:1 Session
This workshop is an opportunity to discuss your research individually with an experienced medical statistician during a 45 minute slot.
All Postgraduate Research Students
Six times per year
Personal Effectiveness

Conference and Events Organising
This workshop is designed for those interested in planning their own events, workshops and conferences. It covers topics such as planning, event structure, marketing, sponsorship, and post-event actions.

All Postgraduate Research students/staff
Once per year

Creating Effective Collaboration
This workshop is an opportunity for participants to recognise their skillset, explore what makes collaborations work and identify their own collaboration goals.

All Postgraduate Research students
Once per year

Creative Problem Solving for Researchers
This workshop is designed to explore a range of methods for problem solving, and discusses how to apply and implement creative techniques to real problems experienced by researchers.

All Postgraduate Research students
Twice per year

Imposter Syndrome: Why Successful People Often Feel Like Frauds
This workshop explains why high performing people often doubt their abilities and find it hard to enjoy their successes. It shows the links to perfectionism and self-handicapping strategies such as procrastination, avoidance and over commitment.

All Postgraduate Researchers
Once per year

Managing Your Work: Working With Other People
This workshop looks at working effectively with others in group and 1:1 environments.

All Postgraduate Research Students
Once per year

Seven Secrets of a Highly Successful Research Student
This workshop looks at the evidence-based key habits that will make a different to how quickly and easily you complete your PhD. Topics include dealing with your supervisor, time management, writer’s block, getting the help you need and motivating yourself.

All Postgraduate Research Students
Once per year

Simply Assertive
This workshop focuses on techniques for building self confidence in dealing with difficult situations in a clear and assertive manner.

All Postgraduate Research Students
Three times per year

Ease the Load - Feel good about your busy life
This workshop looks at time management and approaches to organisation that help reduce overall stress.

All Postgraduate Research students
Once per year

How to be an Effective Researcher
A two day course focusing on practical ways to increase your effectiveness as a researcher, covering project planning, working practices, working with others, receiving feedback and planning for the future.

First and second year PhD students
Three times per year
Speed Reading
This workshop provides you with the tools to help you read academic literature more quickly, strategically and critically.
All Postgraduate Research Students
Four times per year

Team Building and Leadership Fundamentals
This workshop aims to help you understand how to be part of an effective team and enhance your leadership skills.
All Postgraduate Research Students
Once per year

Think Strategically and Respond Rapidly
This workshop focuses on responding quickly to opportunities as they arise, such as last minute conference invitations, grant announcements and journal calls.
All Postgraduate Research Students
Once per year

Managing your work, yourself and your goals
This workshop looks at different time management and goal setting models.
All Postgraduate Research Students
Twice per year

Time Management (Online)
This online workshop will cover the basics of effective time management and will apply these principles throughout in the context of an academic role.
All Postgraduate Research Students
Twice per year

Public Engagement

Public Engagement Beyond Public Lectures!
This workshop gives practical guidance on how to have ‘collaborative conversations’ in a way that is relevant to your research. It builds on the principles of ‘dialogue’, which has proved a powerful approach to communication in public engagement and many other areas.
All Postgraduate Research Students
Once per year

Storytelling Techniques for Effective Communication
This workshop is an introduction to using storytelling techniques for effective research communication.
All Postgraduate Research Students
Once per year

Voice and Presentation Skills Workshop
This workshop will promote and enhance an awareness of what makes your voice interesting and sustainable and will focus on how you deliver a presentation.
All Postgraduate Research Students
Once per year

How to Design a Public Engagement Process
This workshop will offer strategies to design public engagement activities where everyone is engaged and comes away with something useful.
All Postgraduate Research Students
Once per year

An Introduction to Public Engagement with Research
This workshop provides an introduction to the ways you can engage the public with your research.
All Postgraduate Research Students
Once per year

Facilitation Skills for Public Engagement
This workshop looks at ways of improving the communication and inter-personal skills needed to facilitate well.
All Postgraduate Research Students
Once per year
Online Courses and Resources

Prepare for Doctoral Success
Prepare for Doctoral Success is a 4-week, interactive course for all doctoral researchers at the University of Edinburgh. Starting a doctorate is a very exciting time, but it can also be difficult to know where to start. This course aims to help you settle in by sharing essential information, tips and advice and giving you an opportunity to interact with other students at the same stage. Find out more here: www.ed.ac.uk/institute-academic-development/postgraduate/doctoral

Lynda.com
The University of Edinburgh and Lynda.com have created a new partnership that provides all staff and students with access to a comprehensive library of online video courses. These cover technology, business and creative skills, and include an extensive section focusing on education and e-learning. Find out more here: http://www.ed.ac.uk/information-services/about/news/learn-and-teach-with-lynda-com

MANTRA
MANTRA is a free, online non-assessed course with guidelines to help you understand and reflect on how to manage the digital data you collect throughout your research. http://datalib.edina.ac.uk/mantra/

Ready to Research
Ready to research is a bank of online open educational resources covering a range of topics on doing a research degree in the UK. To find out more, visit: www.ed.ac.uk/institute-academic-development/postgraduate/doctoral/courses/online-courses/research

Global Research, Ethics and Integrity:
The Global Research Ethics and Integrity online course is a joint project of members of Universitas 21, which seeks to engage postgraduate students in considerations of ethical issues in a global context. To find out more, visit: www.ed.ac.uk/institute-academic-development/postgraduate/doctoral/courses/online-courses/greim

Research Ethics and Integrity
Research ethics and integrity underpins excellent research, and is at the heart of what constitutes good research practice. All researchers share the responsibility with their institutions to uphold research ethics and integrity and need to be proactive. It is important to educate yourself on your responsibilities and best practice, and be aware of what constitutes misconduct to avoid pitfalls. For more information on relevant policies, codes of practice, training, guidance and support, go to the IAD research ethics and integrity webpages: https://www.ed.ac.uk/institute-academic-development/research-roles/research-only-staff/research-good-practice/research-integrity

e-Writing
This is a self-study course specifically developed for postgraduate students, covering many aspects of writing successfully at University. To find out more or to take the course, visit: http://ewriting.org.uk

We are continually increasing the online support and training we offer postgraduate researchers, please check our webpages for the most up to date information.

Ready to Research

Global Research, Ethics and Integrity:

Research Ethics and Integrity

Lynda.com

MANTRA
Events and Initiatives

In addition to our core workshop programme, we run additional events and activities throughout the year, including:

Postgraduate Researchers Welcome Event
This half-day session is for students who have missed a University Welcome event this academic year or have arrived recently. You will be provided with information on:
• how to manage your research
• the support that is available to you at the University
More information can be found here: /www.ed.ac.uk/institute-academic-development/postgraduate/doctoral/courses/course-list

Writing Retreats
The aim of a writing retreat is to allow researchers to use dedicated writing time to progress any project in a supportive, non-surveillance environment. Most of the day is taken up for writing, with brief scheduled discussions to generate solutions to writing problems, develop drafts, lead to research-oriented conversations and provide feedback on writing in-progress.
www.ed.ac.uk/institute-academic-development/postgraduate/doctoral/courses/course-list

Three Minute Thesis
The Three Minute Thesis (3MT) competition is a research communication competition developed by the University of Queensland. The competition requires doctoral researchers to compete to effectively explain their research to a non-specialist audience in three minutes with one slide. The competition enables participants to share their research and develop their presentation skills, as well as competing for a prize fund and the chance to compete in the UK and Universitas 21 competitions.
3MT has been running since 2013 at the University of Edinburgh and is held annually. The competition starts with school level heats, which normally take place in March, winners then move on to College Level Heats, normally in April. Three winners from each College then compete in the University final, which takes place in June. Training entitled ‘3 Minute Thesis Competition Preparation Workshop’ is provided for anyone interested in taking part in the competition, and the University finalists are offered specialist training in presentation and voice coaching, as well as effective slide design. The final is also live web-streamed and recorded and you can view previous competitions on the Universities YouTube channel.
For more information see:
www.ed.ac.uk/institute-academic-development/postgraduate/doctoral/3mt

GRADschool
The Edinburgh Local GRADschool is an experiential 3 and a half day learning course, designed for doctoral researchers in the last 18 months of their PhD. It aims to raise participant’s awareness of their personal and professional transferable skills and is run once per year.
For more information see:
www.ed.ac.uk/institute-academic-development/postgraduate/doctoral/courses/gradschool

Support for International Students
For new international students we offer a range of activities throughout the year to help you familiarise yourself with the academic and cultural environment of studying at the University of Edinburgh. Activities include:
• Academic Communication Skills workshop

IAD Action Fund
Funding is available every year for staff and student researchers to organise and run their own development events and initiatives locally. Find out more at:
www.ed.ac.uk/institute-academic-development/postgraduate/doctoral/funding/researcher-led

Additional Resources

Public Engagement
The University aims to have a reputation for engagement and impact that matches its reputation for world-class research. The University recognises that, in order to achieve this, it must fully embed a culture of public engagement with research at the University of Edinburgh.
In its Strategy for Supporting Public Engagement with Research, the University describes public engagement as “the enabling of the widest possible range of audiences to understand and make use of our research, and to ensure that our research is placed in the service of communities locally and internationally”.

Beltane Public Engagement Network
‘Research Councils UK believe that public engagement should be part of every skilled researcher’s portfolio’. The Beltane Public Engagement Network is a network for people interested in making academic research accessible to a wide range of audiences.
Beltane run a variety of training events to help develop skills in presentation, narrative, digital media and also host networking events to share practice and enable networking.
www.beltanenetwork.org

www.ed.ac.uk/iad
The IAD supports tutors and demonstrators teaching and marking across the University by offering orientation courses for new or relatively new teachers, enhanced development courses for more experienced teachers, and support for gaining teaching accreditation.

All of our courses run twice per academic year, once in each semester.

### Support for Tutors and Demonstrators

The IAD supports tutors and demonstrators teaching and marking across the University by offering orientation courses for new or relatively new teachers, enhanced development courses for more experienced teachers, and support for gaining teaching accreditation.

### Orientation Courses

These workshops are for new or relatively new tutors and demonstrators who will be teaching soon or who have already started teaching.

- Assessment and Providing Feedback
- Assessment and Providing Feedback in the Sciences
- Effective Tutoring Introduction
- Enhancing Tutorials
- Introduction to Laboratory Demonstrating
- Tutoring in the Sciences
- Engaging Students in an Online Environment

### Enhanced Development

These workshops are for more experienced teachers who are interested in developing their teaching beyond basic orientation.

- Advising on Personal & Academic Matters
- Designing and Delivering Lectures
- Supervising Projects & Dissertations
- Teaching Outside the Box: Using Creativity in your Teaching

### Teaching Accreditation

**Introduction to Academic Practice (IntroAP)**

This semester long course is aimed at tutors and demonstrators who want to gain accreditation for their teaching experience and become Associate Fellows of the Higher Education Academy (now part of Advance HE). The course is for current teaching staff at Edinburgh University who have at least two semesters of recent teaching experience at higher education institutions.

For further details and to find out more: [www.ed.ac.uk/iad/tutors-demonstrators](http://www.ed.ac.uk/iad/tutors-demonstrators)

To contact us: IAD.tudem@ed.ac.uk

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Dr. Fiona Quinlan-Pluck  Dr. Emily Woollen
Tutors & Demonstrators Team
Other relevant information and resources

Code of Practice
The Code of Practice for Supervisors and Research Students can be found here: www.ed.ac.uk/files/atoms/files/copsupervisorsresearchstudents.pdf

PhD Planner
This guide includes quick tips from other doctoral researchers, plus quick checklists suitable to different stages of your PhD: www.ed.ac.uk/institute-academic-development/postgraduate/doctoral/advice-support/phd-journey

The Festival of Creative Learning
The Festival of Creative Learning is a festival which inspires, supports, and celebrates creative learning at Edinburgh University. Find out more at: www.innovativelearning.ed.ac.uk

Careers Service
The Careers Service provides support, advice and information on careers and personal development. Find out more at: www.ed.ac.uk/careers

English Language Education
The English Language Education provides a wide range of Academic and Specialist English courses for international students and teachers. Find out more at: www.ed.ac.uk/english-language-teaching

Information Services
Learning Technology and Research Support. Find out more here: www.ed.ac.uk/information-services

The Chaplaincy
The Chaplaincy is a safe and welcoming space for people of all faiths and none. More information here: www.ed.ac.uk/chaplaincy

Launch.ed
The University of Edinburgh’s free support service for student entrepreneurs. Business advice, competitions and funding opportunities. For more information see: www.launch.ed.ac.uk

Disability Service
The Student Disability Service provides advice and support for disabled students. Find out more at: www.ed.ac.uk/student-disability-service

The Student’s Association
Edinburgh University Student Association works to support Postgraduate Students improve their university experience. Find out more at: www.eusa.ed.ac.uk/activities/eusapostgraduate

The Advice Place
The Advice Place is a professional, impartial and inclusive service for all students at the University of Edinburgh. Our service is free, independent and confidential. Find out more at: www.eusa.ed.ac.uk/support_and_advice/the_advice_place/

Edinburgh Global
Edinburgh Global has a comprehensive range of services on offer to postgraduate students through the International Student Advisory Service. Find out more here: www.global.ed.ac.uk

Sport and Exercise
The University of Edinburgh’s sport and exercise facilities are ranked among the very best in the UK. Find out more here: www.ed.ac.uk/sport-exercise

Student Counselling Service
The Student Counselling Service support the mental health of all students at the University. Find out more at: www.ed.ac.uk/student-counselling

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Contact Details
If you would like to find out more about the workshops and resources offered by the IAD, or provide feedback on any of our services please visit our website www.ed.ac.uk/iad/doctoral or email iad.phd@ed.ac.uk

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Tel: 0131 651 7188
Blog: iad4phd.wordpress.com
Twitter: @iad4phd