Researcher Training Schedule for PGR Students and Staff
2023-2024

Researcher Training Bookings and Requirements

The Research & Enterprise Training Institute (RETI) works in partnership with PGR students, supervisors and research staff to nurture and grow the research and enterprise activities across the university and to encourage excellence in research. RETI and other research related information can be found in the Portal, under the Research tab.

Training Details
RETI Training is pleased to advise that all training events will now be hosted via the Pulse platform. This platform will be used for all administration, certification and management of training events. Pulse can be found on the Portal, under the Research tab, and will provide details of each event. RETI Training will continue to send regular marketing emails, with the direct links for booking, where appropriate.

For any enquiries relating to training please email reti-training@greenwich.ac.uk.

How To Book A Place
Further details on the individual training sessions and booking links are available on Pulse and will also be circulated on a regular basis. Booking is essential for live / taught sessions and your early registration is required, as places are limited. Look out for details sent by email to your University of Greenwich account. Should you be unable to attend, please cancel your booking via Pulse so that your place can be offered to others on waiting list. Please be aware of the University Training Events Cancellation & Logistical Information T&C's which may be applied for non-attendance.

For more information on booking your training via Pulse, please refer to the RETI Training & Sessions User Guide for Pulse Event Management. All Pulse related queries should be sent to the Pulse Support email pulse@greenwich.ac.uk

Virtual Learning Environments and Software
To participate in online sessions or enrol on online courses, delegates must complete the necessary steps, such as downloading or registering on specific online platforms tailored to each session or course. These platforms include, but are not limited to Microsoft Teams, Zoom, GoTo Meeting, Electa Software, Moodle, Epigeum and Blackboard. Whenever platform or software information is readily available in the schedule, it will be clearly indicated. In cases where this information is not provided in the schedule, delegates can expect to receive separate email detailing the required platform or software ahead of the scheduled session. Specific software, i.e.: SPSS and NVivo are available from the Portal. Click this link for further details and to request the licence and download instructions. All software related queries or technical issues need to be referred to the IT Service Desk by either calling 0208 331 7555 or emailing itservicedesk@greenwich.ac.uk

Postgraduate Researcher Development Programme
PGR mandatory training schedule 2023-24

The Postgraduate Researcher Development Programme (PGRDP) is the university's approach to personal development and skills training of postgraduate research students (PGRs). Please see the PGRDP Handbook for details for your programme.

PGRDP: Strand 1 – Introduction to Research Skills – You are required to engage with this strand at the first available opportunity following your registration as a postgraduate research student with the university and complete your training within your first year of study for full-time (FT) students and within your first two years of study for part-time (PT) students. All PGRs are required to complete all the sessions.

You should aim to complete both taught sessions as soon as possible. EdD students please note, the sessions below may not apply to you, please refer to your programme handbook for further details.

The lead Researcher Training Officer for Strand 1 is Harvinder Birdi.

Session Title	Topics	Facilitator/s	Dates	Location	Time *(attendance is required at only one of the dates for each session)*
Working Towards Your Doctorate: (Part 1 of 2) • Roles and responsibilities • Library support for researchers • Intellectual property • Research design and ethics	Aradhana Mehra Mina Stoynova Paul Williams Guido Conaldi	**Fri 6 October 2023** Greenwich | 12:30 – 16:00 **Mon 20 November 2023** Online | 10:00 - 13:30 **Mon 5 Feb 2024** Online | 10:00 - 13:30 **Mon 13 May 2024** Medway | 12:30 – 16:00
Excelling In Your Doctorate: (Part 2 of 2) • Project planning • Literature review • Research integrity	Dave Filipović-Carter *– external facilitator*	**Fri 13 October 2023** Greenwich | 12:00-15:00 **Fri 24 November 2023** Online | 10:00-13:00 **Fri 9 February 2024** Online | 10:00 - 13:00 **Mon 20 May 2024** Medway | 09:30 – 12:30

PGRDP: Strand 2 – Teaching Skills – You are required to engage with this strand at the first available opportunity following your registering with the university, and complete your training, and any assessment associated with it, within your first year of study for full-time (FT) students and within your first two years of study for part-time (PT) students. All PGRs are required to complete all the sessions.

You are required to undertake the following sessions in number order in the same **Term**, where possible. Please refer to the PGRDP Handbook for further details including application for exemption, if applicable. Please see Strand 2 Teaching Skills handbook available on the PGRDP Moodle site for full details on the session content. These sessions are organised and delivered by Academic and Learning Enhancement.

The lead Researcher Training Officer for Strand 2 is Harvinder Birdi.

Session Title	Facilitator/s *(please note in addition there may be different guest speaker/s at session)*	Dates | Location | Time *(attendance is required at all 4 sessions at given Termly dates for each session)*
Session 1. **Introduction to Higher Education Teaching**	Suzan Koseoglu Angeliki Voskou	**Mon 9 October 2023 (Term 1)** Greenwich | 13:00 – 15:00 **Mon 15 January 2024 (Term 2)** Medway | 13:00 – 15:00 **Tue 14 May 2024 (Term 3)** Online | 11:00 – 13:00
Session 2. *Optional Drop-In*	Suzan Koseoglu Angeliki Voskou	**Thu 12 October 2023 (Term 1)** Online | 13:00 – 14:00 **Thu 18 January 2024 (Term 2)** Online | 13:00 – 14:00 **Thu 16 May 2024 (Term 3)** Online | 11:00 – 12:00
Session 3. **Developing Your Teaching Skills-1**	Suzan Koseoglu Angeliki Voskou	**Mon 16 October 2023 (Term 1)** Greenwich | 13:00 – 15:00 **Mon 22 January 2024 (Term 2)** Medway | 13:00 – 15:00 **Tue 21 May 2024 (Term 3)** Online | 11:00 – 13:00
Session 4. **Developing Your Teaching Skills-2**	Suzan Koseoglu Angeliki Voskou	**Thu 19 October 2023 (Term 1)** Online | 13:00 – 15:00 **Thu 25 January 2024 (Term 2)** Online | 13:00 – 15:00 **Thu 23 May 2024 (Term 3)** Online | 11:00 – 13:00
Session 5. **Microteaching**	Suzan Koseoglu Angeliki Voskou	**Mon 30 October 2023 (Term 1)** Greenwich & Online | 13:00 – 16:00 **Mon 29 January 2024 (Term 2)** Medway & Online | 13:00 – 16:00 **Tue 4 June 2024 (Term 3)** Online | 11:00 – 14:00
In addition to the taught sessions, participants will have approximately 2/3 hours of reading and activities to complete, including preparation for the microteaching activity. All sessions will involve discussions around inclusive teaching, student engagement, and assessment and feedback strategies.		

PGRDP: Strand 3 – Exam Preparation – All PGRs are required to attend the mandatory Strand 3 sessions. EdD students please note, not all the sessions below apply to you, please refer to your programme Handbook for further details.

Training on 'Preparing for your transfer from MPhil to PhD' must be completed **prior** to the submission of your RDA2 form 'transfer of registration from MPhil to PhD'. Training on 'Preparing for your final examination' must be completed **prior** to the submission of your RDA6a/b form 'approval of examination arrangements and thesis submission'.

The lead Researcher Training Officer for Strand 3 is Karena Whiting.

Session Title	Facilitator/s	Dates | Location | Time *(attendance is required at only one of the dates for each session)*
Preparing for your MPhil to PhD transfer	Aradhana Mehra	**Thu 5 October 2023** Greenwich | 14:00-15:30 **Wed 31 January 2024** Online | 10:00-11:30 **Mon 13 May 2024** Medway | 14:30-16:00 **Wed 19 June 2024** Online | 10:00 – 11:30
Preparing for your final examination *MPhil/PhD students - Only attend this session once you have successfully transferred from MPhil to PhD.* *All students should refer to the PGRP Handbook for further information.*	Aradhana Mehra	**Fri 6 October 2023** Greenwich | 10:00 – 11:30 **Wed 7 February 2024** Online | 10:00-11:30 **Wed 15 May 2024** Medway | 10:00-11:30 **Wed 26 June 2024** Online | 10:00 – 11:30

Postgraduate Researcher Development Programme (PGRDP) Moodle Site

The Postgraduate Researcher Development Programme (PGRDP) Moodle site provides essential programme and training information. All PGR students should enrol and visit PGRDP Moodle site regularly for new programme related information, programme handbooks and announcements.

The PGRDP Moodle site is a self-enrolment site and when prompted please enter the enrolment key which is: **PGRO.**

RETI and other research related information can be found in the Portal, under the Research tab.

Researcher Training Schedule for PGR Students and Staff
2023-2024

Further details on the individual training sessions and booking links can be found on Pulse and will be circulated on a regular basis. Booking is essential for live / taught sessions and your early registration is required as places are limited. Look out for details sent by email to your University of Greenwich account. Please be aware of the University Training Events Cancellation & Logistical Information T&C's which may be applied for non-attendance. See further information on the Booking and Requirements page above.

Staff only sessions   **PGRs & Staff sessions**   **PGRs only sessions**   **Lunch n' Learn**   **PGR Wellbeing**

Mandatory* Researcher Training for Staff

Session Title	Lead Researcher Training Officer	Date | Location | Time	* Who should attend and requirements
Recruitment & selection of PGR students	Karena Whiting	**Thu 23 November 2023** Online |14:00-16:00 **Wed 21 February 2024** Avery Hill | 14.00-16.00 **Wed 22 May 2024** Online | 14:00-16:00	° Linked with staff appraisal. ° Mandatory for new staff on the 'research' pathway. ° Mandatory for staff recruiting PGR students. ° Optional for staff on the 'enterprise' and 'teaching' pathways. ° Refresher required every 3 years.
International Compliance	Karena Whiting	**Wed 18 October 2023** Medway | 14:00-16:00 **Wed 13 March 2024** Online | 09:30-11:30	° Mandatory for staff supervising international overseas students on visas such as Tier 4. ° Refresher required every 3 years.
Supervising Postgraduate Research (PGR) students (Part 1 of 2)	Karena Whiting	**Wed 22 November 2023** Greenwich, room TBC | 14.00-16.00 **Thu 15 February 2024** Online | 10.00-12.00 **Tue 14 May 2024** Medway, room TBC | 10.00-12.00	° Linked with staff appraisal. ° Mandatory for new staff on the 'research' pathway. ° Mandatory for staff supervising PGR students. ° Optional for staff on the 'enterprise' and 'teaching' pathways. ° Refresher required every 3 years. ° **Both** the taught session and mandatory online self-directed modules need to be completed for this training to be noted in full.
Supervising Doctoral Studies online self-directed study (Part 2 of 2) The following modules are noted as mandatory for this training to be confirmed: - Module 1 – Introduction; The Doctoral Context - Module 3 – Research Cultures & Environments - Module 4 – Managing Expectations, Responsibilities & Relationships		**Sept 2023-Aug 2024** Online self-directed study Epigeum account registration: courses.epigeum.com/register Using University User ID email: **xx@greenwich.ac.uk** **Entry Token: dbd9ef19** There are additional modules that can be completed and these are optional and listed below as Optional Training for Staff.	

Ethical Research online self-directed study courses: – **Becoming an Ethical Researcher** – **Research Ethics in Practice**	Harvinder Birdi	**Sept 2023-Aug 2024** Online self-directed study Epigeum account registration: courses.epigeum.com/register Using University User ID email: **xx@greenwich.ac.uk** **Entry Token: a3cac962**	° Mandatory for staff undertaking/supervising research that requires ethical approval. ° Recommended for supervisors towards an understanding of ethics in research. ° Refresher required every 3 years. ° **Both** online self-directed courses need to be completed before your application can be approved by the University Research Ethics Committee (UREC). ° You must provide self-certificates of completion for inclusion in your UREC application.
Preparing To Be a Research Degrees Examiner	Karena Whiting	**TBC**	° Mandatory for staff intending to act as a PGR examiner for both transfer from MPhil to PhD and internal / external viva examiner roles. ° Refresher required every 3 years. ° Recorded training available please email reti-training@gre.ac.uk for more information.
Preparing To Be Chair of a Research Degrees Examination Panel	Karena Whiting	**TBC**	° Mandatory for staff intending to act as Chair of an examination panel for PGRs. ° Refresher required every 3 years. ° Recorded training available please email reti-training@gre.ac.uk for more information.

Optional training for Postgraduate Research Students (PGRs only)

Training aspect	Session Title	Lead Researcher Training Officer	Date | Location | Time
Supporting the PGR journey	**Understanding the Doctoral Viva** *– external facilitator*	Karena Whiting	**Thu 7 December 2023** Online | 14:00-16:00 **Thu 11 April 2024** Online | 10:00-12:00
Writing support	**Academic Writing: Reduce Anxiety** *- external facilitator*	Harvinder Birdi	**Mon 13 November 2023** Online | 10:00-13:00
	Writing retreat: To complete drafts and support for proof reading	Karena Whiting	**Tue 31 October-Thu 2 November 2023** Online | 09:30-16:30 **Tue 5 March -Thu 7 March 2024** Online | 09:30-16:30
Coaching & mentoring	**Putting Together Networks** *New for this year* *– external facilitator*	Harvinder Birdi	**Mon 6 November 2023** Online | 14:00 – 16:00
	Growing Your Network *New for this year* *– external facilitator*	Harvinder Birdi	**Fri 23 February 2024** Online | 10:00-12:00
	Making the Most of Your Mentoring *New for this year* *– external facilitator*	Harvinder Birdi	**Mon 25 March 2024** Online | 14:00 – 16:00

	Making The Most of Your Supervisor *New for this year* – external facilitator	Karena Whiting	**Tue 12 December 2023** Online | 13:00-15:00	
			Thu 21 March 2024 Online | 10:00-12:00	
Mental health & wellbeing	**7 Habits for PhD Researcher Wellbeing** – external facilitator	Karena Whiting	**Thu 19 October 2023** Online | 10:00 – 12:00	
			Tue 13 February 2024 Online | 14:00 – 16:00	
	Overcoming Procrastination *New for this year* – external facilitator	Karena Whiting	**Wed 15 November 2023** Online | 14:00 – 16:00	
			Wed 20 March 2024 Online | 10:00 – 12:00	
	Developing Personal Resilience *New for this year* – external facilitator	Karena Whiting	**Tue 28 November 2023** Online | 10:00 – 12:00	
			Thu 29 February 2024 Online | 14:00 – 16:00	
	Playing the Doctoral Blues *New for this year* – external facilitator	Karena Whiting	**Tue 30 January 2024** Online | 10:00 – 12:00	
			Thu 16 May 2024 Online | 14:00 – 16:00	
	Imposter Busting for Researchers *New for this year* – external facilitator	Karena Whiting	**Tue 21 November 2023** Online | 14:00-16:00	
			Thu 25 April 2024 Online | 10:00-12:00	
	Understanding Stress to Avoid Burnout *New for this year*	Karena Whiting	**Wed 17 April 2024** Greenwich | 10:00 – 12:00	
Mental health & wellbeing support and resources	**The wellbeing thesis** Open access web-resource		This website provides information to improve the mental health of PGRs. This is a national, open access web-resource, hosted by Student Minds charity. It takes a prevention and early intervention approach and aims to support postgraduate research student mental wellbeing. The wellbeing thesis	
	Protecting your mental health: a practical guide for postgraduate research students in STEM A practical guide for PGRs		This guide is designed for PGRs to help develop the skills to protect their mental wellbeing as they navigate their journey as a research student Jonathan's Voice	
	Wellbeing & mental health signposts for doctoral candidates University of Greenwich support services		Practical advice for doctoral candidates for developing knowledge and understanding of mental health & wellbeing. Wellbeing signposts for doctoral candidates	
Presentation skills	**3MT 2024 Powerful Presentations Masterclass for 3MT participants** – external facilitator	Harvinder Birdi	**Thu 22 February 2024** Online | 10:00 -13:00	
	3MT 2024 Powerful Presentations for Finalists – external facilitator	Harvinder Birdi	**Tue 21 May 2024** Online | 13:00 - 16:00	
Career development	**The Route to Clarity; Career transition a research process** *New for this year* – external facilitator	Karena Whiting	**Mon 4 December 2023** Greenwich | 10:00-11:00	
			Tue 5 December 2023 Medway | 13:00-15:00	

	Utilising Your Doctorate; The professional value for employers *New for this year* *– external facilitator*	Karena Whiting	**Mon 4 December 2023** Greenwich | 10:00-11:00 **Tue 5 December 2023** Medway | 13:00-15:00
	Developing Employability and Narrative CV for Researchers *New for this year*	Harvinder Birdi	**Mon 29 April 2024** Online | 10:00-13:00
Additional research skills	**UEA (University of East Anglia) Online Training Series for PGRs** *– external facilitator*	Harvinder Birdi	Online virtual classroom (ELECTA Webinar)
	Booking for UEA Online Training Series is directly with UEA. Details are available for PGR students only on the PGRDP Moodle site. *DOWNLOAD ELECTA SOFTWARE to attend UEA sessions provided by Electa-Live directly from the Electa website. Please do this as soon as possible and do not wait for the day of the session.*		
	Module 1: Academic Writing - What Should a Literature Review Do? - Writing Effectively - Academic Publishing - Writing & Structuring an Effective Thesis	Harvinder Birdi	**Evening Webinars | 19:00-21:00** Tue 3 Oct 2023, Wed 4 Oct, Thu 5 Oct, Tue 10 Oct, Wed 11 Oct, Thu 12 Oct, Tue 17 Oct, Wed 18 Oct, Thu 19 Oct, Tue 24 Oct, Thu 26 Oct, Tue 9 Jan 2024, Tue 16 Jan, Tue 23 Jan, Tue 30 Jan **Morning Webinars | 10:00-12:00** Tue 14 Nov 2023, Wed 15 Nov, Thu 16 Nov, Tue 21 Nov, Tue 12 Mar 2024, Wed 13 Mar, Tue 19 Mar, Wed 20 Mar
	Module 2: Qualitative Research Skills: - Comparison of Qualitative Methods - Analysing Qualitative Data - Qualitative Interviewing - Using NVivo for Qualitative Research		**Evening Webinars | 19:00-21:00** Tue 31 Oct 2023, Thu 2 Nov, Tue 7 Nov, Thu 9 Nov, Tue 14 Nov, Thu 16 Nov, Tue 21 Nov, Thu 23 Nov, Tue 6 Feb 2024, Tue 13 Feb, Tue 20 Feb, Tue 27 Feb, Tue 23 Apr 2024, Thu 25 Apr, Tue 30 Apr, Thu 2 May **Morning Webinars | 10:00-12:00** Tue 9 Jan 2024, Wed 10 Jan, Tue 16 Jan, Wed 17 Jan
	Module 3: Finishing your PhD - Preparing for your Viva - Securing a First Academic Post - Impactful Research Proposals & Grant Applications - Conference Presentations		**Evening Webinars | 19:00-21:00** Tue 28 Nov 2023, Thu 30 Nov, Tue 5 Dec, Wed 6 Dec, Wed 21 Feb 2024, Wed 28 Feb, Tue 5 Mar, Wed 6 Mar, Tue 7 May 2024
	Module 4: Teaching skills - Preparing & Delivering Seminars - Preparing & Delivering Lectures - Assessment, Feedback & Module Design		**Evening Webinars | 19:00-21:00** Thu 7 Dec 2023, Tue 12 Dec, Wed 13 Dec, Tue 12 Mar 2024, Tue 19 Mar, Thu 21 Mar
	Module 5: Quantitative Research Skills - Quantitative Research: A Basic Guide - Introduction to Scale Development - Introduction to Structural Equation Modelling		**Evening Webinars | 19:00-21:00** Thu 9 May 2024, Tue 14 May, Thu 16 May

Optional training for Postgraduate Research Students (PGRs) & Staff

Training aspect	Session Title	Lead Researcher Training Officer	Date | Location | Time
Exclusive - additional research skills	**Exclusive UEA training for University of Greenwich PGRs and Staff** *– external facilitator*	Harvinder Birdi	Online virtual classroom (ELECTA Webinar)
	DOWNLOAD ELECTA SOFTWARE to attend UEA sessions provided by Electa-Live directly from the Electa website. **Please do this as soon as possible and do not wait for the day of the session.**		
	Module 1: Academic Writing - **What Should a Literature Review Do?**	Harvinder Birdi	**Thu 30 May 2024** Online | 13:00-15:00
	Module 1: Academic Writing - **Writing Effectively**		**Thu 6 June 2024** Online | 13:00-15:00
	Module 1: Academic Writing - **Academic Publishing**		**Thu 13 June 2024** Online | 13:00-15:00
	Module 1: Academic Writing - **Writing & Structuring an Effective Thesis**		**Thu 20 June 2024** Online | 13:00-15:00
	Module 2: Qualitative Research Skills - **Comparison of Qualitative Methods**		**Mon 3 June 2024** Online | 10:00-12:00
	Module 2: Qualitative Research Skills - **Qualitative Interviewing** *New for this year*		**Tue 11 June 2024** Online | 13:00 – 15:00
	Module 2: Qualitative Research Skills - **Analysing Qualitative Data** *New for this year*		**Tue 18 June 2024** Online | 10:00-12:00
Research integrity	**Research integrity** - *For further information see descriptors below*	Harvinder Birdi	**Sep 2023-Aug 2024** Online self-directed study Epigeum account registration: courses.epigeum.com/register Using University User ID email: **xx@greenwich.ac.uk** **Entry Token: 16729d4d**
Research ethics	**Ethical Research** online courses: - **Becoming an Ethical Researcher** - **Research Ethics in Practice** - *For further information see descriptors below*	Harvinder Birdi	**Sept 2023-Aug 2024** Online self-directed study Epigeum account registration: courses.epigeum.com/register Using University User ID email: **xx@greenwich.ac.uk** **Entry Token: a3cac962**
Developing your research skills	**Becoming a Researcher** - *For further information see descriptors below*	Harvinder Birdi	**Sept 2023-Aug 2024** Online self-directed study Epigeum account registration: courses.epigeum.com/register Using University User ID email: **xx@greenwich.ac.uk** **Entry Token: 5aac40e2**
	Research Methods - *For further information see descriptors below*	Harvinder Birdi	**Sept 2023-Aug 2024** Online self-directed study Epigeum account registration: courses.epigeum.com/register

			Using University User ID email: **xx@greenwich.ac.uk** **Entry Token: c6ebf0aa**
	Disseminating your Research *New for this year* - *For further information see descriptors below*	Harvinder Birdi	**Sept 2023-Aug 2024** Online self-directed study Epigeum account registration: courses.epigeum.com/register Using University User ID email: **xx@greenwich.ac.uk** **Entry Token: eb209f01**
	Beyond Research *New for this year* - *For further information see descriptors below*	Harvinder Birdi	**Sept 2023-Aug 2024** Online self-directed study Epigeum account registration: courses.epigeum.com/register Using University User ID email: **xx@greenwich.ac.uk** **Entry Token: b805a6b2**
Project management	**Productivity in Focus** – *external facilitator*	Harvinder Birdi	**Mon 18 March 2024** Online | 09:30-15:00
Research Data Management	**NVivo for Windows users** – *external facilitator*	Karena Whiting	**Thu 30 November 2023** Online | 09:30-16:30 **Wed 28 February 2024** Online | 09:30-16:30
	NVivo for Mac users –*external facilitator*	Karena Whiting	**Wed 24 January 2024** Online | 09:30-16:30
	SPSS Statistics –*external facilitator*	Karena Whiting	**Tue 14 November 2023** Online | 09:30-16:30 **Thu 14 March 2024** Online | 09:30-16:30
	Mendeley – Reference Management Software	Harvinder Birdi	**Wed 8 November 2023** Online | 10:00-11:00
	Copyright and Use of 3rd Party Content in Your Thesis	Harvinder Birdi	**Wed 8 November 2023** Online | 11:30-12:30
	Scopus	Harvinder Birdi	**Tue 28 November 2023** Online | 14:00-15:00
	Why Research Needs to Change; An Introduction to Open Science / Scholarship Practices	Karena Whiting	**Thu 2 May 2024** Online | 10:00 – 12:00
	Research data; A Practical Guide for Open Data Sharing	Karena Whiting	**Thu 1 Feb 2024** Online | 10:00-12:00
Public engagement	**Embracing Public Engagement: Unlocking the Potential of Your Research** *New for this year* - *external facilitator*	Harvinder Birdi	**Thu 8 February 2024** Online | 09:30-13:00
Research Impact	**Research Impact Essentials; Translating your research knowledge for economic, social and environmental benefit**	Karena Whiting	**Tue 20 February 2024** Online | 10:00-12:00 **Tue 30 April 2024** Online | 14:00-16:00
Communication skills	**Introduction to Three Minute Thesis** - 3MT	Harvinder Birdi	**Fri 17 November 2023** Online | 10:00-13:00 **Fri 2 February 2024** Online | 10:00 – 13:00
	Powerful Presentations & Personal Impact Masterclass - *external facilitator*	Harvinder Birdi	**Wed 8 November 2023** Online | 13:30-16:30

	Confident Conference Communications *– external facilitator*	Karena Whiting	**Wed 13 December 2023** Online |14:00-16:30 **Tue 9 April 2024** Online |10:00-12:30
Social media and tools	**Social Media for researchers** *– external facilitator*	Harvinder Birdi	**Thu 9 November 2023** Online | 09:30-15:00
	Introduction to Social Media Videos, Podcasts & Blogs for Researchers *New for this year* *– external facilitator*	Harvinder Birdi	**Wed 8 May 2024** Online | 13:00-16:00
	Your Research on Social Media Videos, Podcasts & Blogs *New for this year* *– external facilitator*	Harvinder Birdi	**Wed 22 May 2024** Online | 13:00-16:00
	Digital Techs & Tools *– external facilitator*	Harvinder Birdi	**Wed 1 May 2024** Online | 13:00-16:00
Research publication	**Impactful Academic Writing** *– external facilitator*	Karena Whiting	**Tue 16 January 2024** Online | 14:00-16:30 **Tue 11 June 2024** Online | 10:00-12:30
Research Collaborations	**Interdisciplinary Research Collaborations** *– external facilitator*	Karena Whiting	**Tue 6 February 2024** Online | 14:00:16:00 **Thu 30 May 2024** Online | 10:00-12:00
Enterprise training	**Developing A Business from Your Research**	Harvinder Birdi	**Wed 22 November 2023** Online | 10:00-11:30
	Developing Your Business Plan *New for this year*	Harvinder Birdi	**Wed 14 February 2024** Online | 14:00-15:30
Research & Enterprise funding	**Grant Writing 101** *– external facilitator* *Both Parts 1 & 2 need to be attended*	Karena Whiting	**Tue 16 April 2024 (Part 1)** Online | 10:00-13:00 - and - **Tue 23 April 2024 (Part 2)** Online | 10:00-13:00
	Attracting Your Own Research Funding: Fellowships & Grants *– external facilitator*	Harvinder Birdi	**Wed 24 April 2024** Online | 13:00-16:00
	Raising Business Finance & What Investors Want to Hear *New for this year*	Harvinder Birdi	**Wed 12 June 2024** Online | 14:00-16:30
Career development	**An Introduction to Careers Outside Academia** *– external facilitator*	Harvinder Birdi	**Tue 21 March 2024** Online | 10:00-16:30

Optional training for Staff only

Training aspect	Session Title	Lead Researcher Training Officer	Date | Location | Time
Research ethics	**Research Ethics workshop**	Karena Whiting	**Tues 7 November 2023** Online | 14:00-15:00 **Tues 9 April 2024** Online | 14:00-15:00
Project management	**Managing Research Projects, People and Time – supporting Early Career Researchers (ECRs)** *New for this year* *– external facilitator*	Harvinder Birdi	**Thu 16 November 2023** Online | 09:30-15:00
PGR supervision	**Supervising Part-Time, Distance & Remote PGR Students** *- external facilitator*	Karena Whiting	**Wed 6 December 2023** Online | 14:00-16:00
	Resilient Supervision in Practice *- external facilitator*	Karena Whiting	**Wed 7 February 2024** Online | 14:00-16:00
	Supervising Postgraduate Research (PGR) students *New for this year*	Karena Whiting	**Sept 2023-Aug 2024** Online self-directed study **Epigeum account registration:** <u>courses.epigeum.com/register</u> Using University User ID email: **xx@greenwich.ac.uk** **Entry Token: dbd9ef19**
Research impact	**Maximising impact from your research: Non-academic stakeholder engagement**	Karena Whiting	**Tue 19 March 2024** Online | 14:00-16:30 **Wed 29 May 2024** Online | 10:00-12:30
Career development	**Careers in Leadership for Researchers** *- external facilitator*	Harvinder Birdi	**Wed 31 January 2024** Online | 09:30 15:00

Lunch n' Learn

RETI Training is excited to highlight the 'Lunch n' Learn' schedule of sessions for this academic year, offering a **new** programme of short, snappy, informative sessions on topics that we hope you will find useful.

If there is anything you would like us to consider for future sessions, please email reti-training@gre.ac.uk

The sessions are offered to all academic staff and PGR students and will be delivered online only (via MS Teams) and places will not need to be booked.

All meeting links are included for your convenience and invitees will receive session details and a meeting invite approximately one month before the date of the session, which we would kindly ask you to accept for attendance.

Certificates of attendance will not be issued and feedback will be requested only at the end of the academic year on the overall concept and idea.

Date | Location | Time	Topic	Session Outline	Facilitators
Wed 11 October 2023 12:00-13:00 **Click here to join the meeting** Meeting ID: 334 009 298 495 Passcode: DwaMuD Join on the web	**How is completing a PhD similar to an aeroplane? Using Metaphor and Analogy in your research and teaching**	Explaining complicated concepts to a wider audience is a skill all researchers must develop. Metaphors and analogies serve as powerful cognitive tools to simplify, clarify, and enhance the understanding of difficult concepts by leveraging our existing knowledge and experiences. They make complex ideas more accessible, relatable, and engaging, thereby improving the learning and comprehension process.	**Rodetal Ltd** **Dr Katy Mahoney**
Wed 15 November 2023 12:00-13:00 **Click here to join the meeting** Meeting ID: 342 508 859 32 Passcode: z77Jnn Join on the web	**With great power comes great responsibility: Understanding responsible research and innovation**	Creators of new knowledge and technology must understand how their work both benefits and might also harm our world. Responsible Research and Innovation (RRI) is now a key component of proposals and projects to ensure researchers consider all the implications of their work and engage appropriately with relevant stakeholders. We will cover the background and main concepts of RRI, critiques and challenges, and how to formulate and communicate RRI in your funding proposals.	**Wisbang** **Caroline Ang Laura Wisby**
Wed 13 December 2023 12:00-13:00 Click here to join the meeting Meeting ID: 387 016 098 835 Passcode: 4C5y2g Join on the web	**The Hidden Dangers of AI Research**	Artificial intelligence (AI) is rapidly establishing itself as the new technological frontier and on track to dramatically alter and shake up the way we work and conduct research. So, what should the next generation of researchers and scholars do, reject or embrace ? What is clear, is that AI has the potential to revolutionize many fields, including research and there are some hidden dangers that researchers need to be aware of: • The growing availability of AI tools for scholars	**Scenechange** **Kåre Sivertsen**

		• How to spot AI generated text • What the future hold for researchers with increased availability of AI • Protecting your research integrity	
Wed 17 January 2024 12:00-13:00 **Click here to join the meeting** Meeting ID: 314 081 406 962 Passcode: F5TS2g Join on the web	**Money and where to find it** *#2*	A session looking at how you can fund tenders, grants, trusts and partners and a tour of the latest AI features which makes it easier for us to find funding opportunities for you.	**Senior Enterprise Development Manager** **James Rannard-Lambert**
Wed 14 February 2024 12:00-13:00 **Click here to join the meeting** Meeting ID: 383 719 222 107 Passcode: UX742D Join on the web	**Understanding Stress to Avoid Burnout**	An introduction to understanding stress, how to recognise the triggers and how to develop positive coping strategies to reduce the potential for burnout. This session will focus on the general causes of stress, symptoms and triggers with hints and tips to help manage better with the stresses and strains of working, studying and balancing a personal life. A follow up session will take place later in the academic year to give a more individualised and experiential approach to managing stress.	**Student & Academic Services** **Sam Tronson & Kerry Corrigan**
Wed 13 March 2024 12:00-13:00 **Click here to join the meeting** Meeting ID: 331 398 348 356 Passcode: L4jw99 Join on the web	**Understanding the Narrative CV**	A 'Traditional' academic CV typically comprised a list of qualifications gained, positions held and a, sometimes exhaustive and exhausting list of research outputs, in the way of papers and talks. It allowed little appreciation for all of the other value-adding things that researchers and academics do. A relatively new – though increasingly common – phenomenon (aligned with efforts to drive cultural change within the research sector) is the 'Narrative CV' where an individual is required to present a series of narratives around the ways in which they personally have, for instance: • Contributed to the generation of original and meaningful academic knowledge • Added to the development of juniors and colleagues • Helped to build a better research community • Added value, through ones work, to wider society In this focussed session, we'll examine how to create a meaningful narrative to help showcase your professional efforts and actions in the best possible way.	**Hutchinson Training** **Dr Steve Hutchinson**

Wed 15 May 2024 12:00-13:00 **Click here to join the meeting** Meeting ID: 323 923 909 592 Passcode: zwHzjC Join on the web	**Goodbye Procrastination, Hello Productivity!**	Unleash the power of productivity and bid farewell to procrastination! Join us as we tackle the biggest barriers together, transforming daunting tasks into thrilling triumphs! Hold on tight because, in addition to conquering your to-do list, we'll reveal the secret to reducing that pile of dirty washing AND finishing that elusive journal article — all in one epic swoop! By the end of the workshop, you'll: • Set realistic goals for short bursts of productivity • Overcome procrastination like a pro • Keep the momentum going and be kind to your future-self • Master when to use HIP for maximum impact • Achieve immediate impact by having your afternoon of productivity planned and ready to blast	**Rodetal Ltd** **Dr Katy Mahoney**
Wed 12 June 2024 12:00-13:00 **Click here to join the meeting** Meeting ID: 364 698 999 224 Passcode: JTGCkH Join on the web	**Instant Impact on Camera**	In today's digital age, the ability to make a compelling impression on camera is an invaluable skill. Whether you're a researcher, content creator or business professional who simply wants to shine in virtual interactions, communicating visually is as important as ever. This session is designed to equip you with the tools and techniques to captivate your audience the moment you step in front of the lens, weather that's over Zoom, MS Teams or indeed as a subject matter expert on News at 10. We will help you to: • Developing a visual media presence • Controlling the narrative. Keeping your research message short and precise • Keeping your research message short and precise • Develop Interview confidence and learn how to handle challenging questions.	**Scenechange** **Kåre Sivertsen**

Descriptors for optional online self-directed study for PGR Students & Staff

Research integrity	**Research integrity** Integrating the principles set out in the updated Concordat to Support Research Integrity, this delivers institution-wide integrity training for postgraduate students, early-career researchers, and across all major disciplines.to minimise the risk of research misconduct and increase confidence in published works, and support funding agency requirements.	Harvinder Birdi	**Sep 2023-Aug 2024** Online self-directed study Epigeum account registration: courses.epigeum.com/register Using University User ID email: **xx@greenwich.ac.uk** **Entry Token: 16729d4d**
Research ethics	**Ethical Research** online courses: **- Becoming an Ethical Researcher** **- Research Ethics in Practice** Preparing researchers to face the ethical challenges of their research. Providing guidance on how to work ethically in different circumstances and encouraging researchers to reflect on their assumptions and behaviour.	Harvinder Birdi	**Sept 2023-Aug 2024** Online self-directed study Epigeum account registration: courses.epigeum.com/register Using University User ID email: **xx@greenwich.ac.uk** **Entry Token: a3cac962**
Developing your research skills	**Becoming a Researcher** This course empowers researchers with essential knowledge and skills. It offers practical guidance, case studies, and problem-based learning tailored to different disciplines, addressing critical aspects for postgraduate researchers: supervisor relationships, project management, employability beyond academia, intellectual property rights, and accessing well-being support.	Harvinder Birdi	**Sept 2023-Aug 2024** Online self-directed study Epigeum account registration: courses.epigeum.com/register Using University User ID email: **xx@greenwich.ac.uk** **Entry Token: 5aac40e2**
	Research Methods Guides researchers through literature review, data collection, interpretation, and dissemination. Compasses cross-disciplinary and discipline-specific courses, employing engaging multimedia content and interactive activities to foster active learning, reflection, and practical application. Ideal for researchers across all fields.	Harvinder Birdi	**Sept 2023-Aug 2024** Online self-directed study Epigeum account registration: courses.epigeum.com/register Using University User ID email: **xx@greenwich.ac.uk** **Entry Token: c6ebf0aa**
	Disseminating your Research *New for this year* Helping researchers understand the best ways to communicate their research, from navigating the publishing world to maximising potential at conferences by using new digital tools that enhance research impact in the wider world.	Harvinder Birdi	**Sept 2023-Aug 2024** Online self-directed study Epigeum account registration: courses.epigeum.com/register Using University User ID email: **xx@greenwich.ac.uk** **Entry Token: eb209f01**
	Beyond Research *New for this year* Supporting researchers at the later stages of their research journey, offering exceptional learning opportunities in career planning, innovation and entrepreneurship. From unlocking new entrepreneurial opportunities to tracing their own professional development path, these courses will empower researchers in mastering the next step of their careers.	Harvinder Birdi	**Sept 2023-Aug 2024** Online self-directed study Epigeum account registration: courses.epigeum.com/register Using University User ID email: **xx@greenwich.ac.uk** **Entry Token: b805a6b2**

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