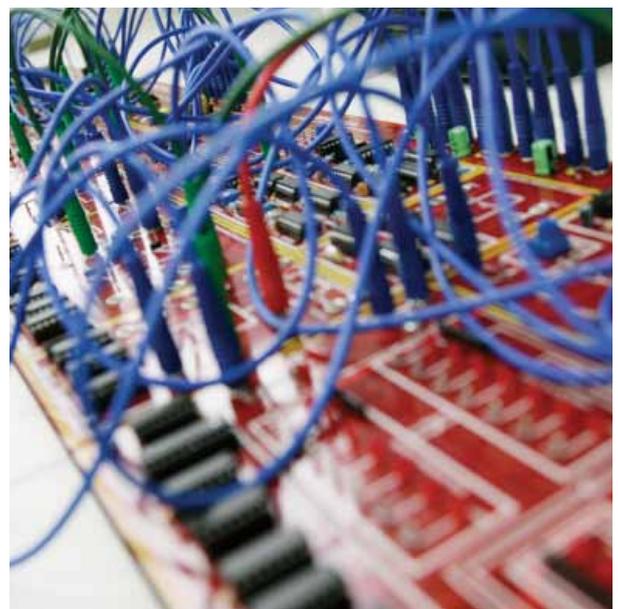
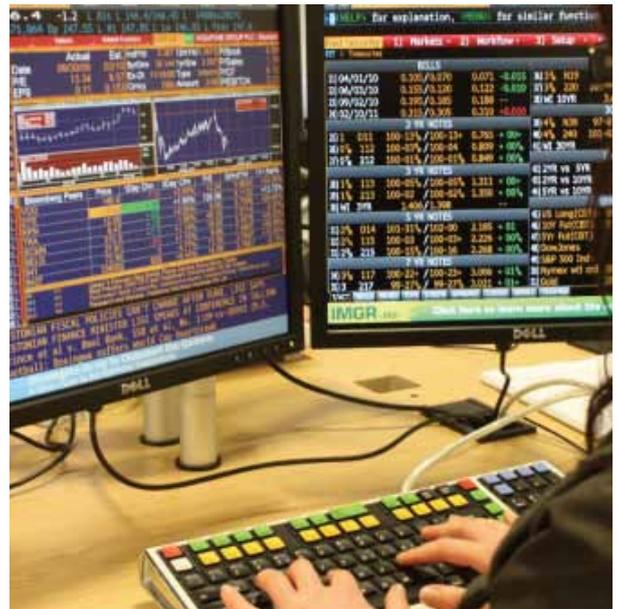


University of Portsmouth

# Researcher Development Programme 2016–2017



Research and Innovation Services

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# Welcome

**Welcome to the 2016–17 University of Portsmouth Researcher Development Programme. This booklet details workshops and other opportunities that are available to support members of research and academic staff in their professional and career development.**

Getting research done and done well is always challenging, and planning and developing your research career is a continual process. The Researcher Development Programme provides a range of workshops that support staff in realising their research and innovation goals. The programme covers a broad range of topics including research and innovation funding, grant writing, networking, developing a leadership profile and planning research strategically. The programme is coordinated by Research and Innovation Services, and the workshops are delivered by professional and academic staff from across the University and beyond.

As your career develops, and the research and innovation landscape continues to evolve, we hope you will use the opportunities available through this programme to build and develop the skills that you need to stay ahead.

With best wishes,

Research and Innovation Services  
Purple Door

Email: [researcher-development@port.ac.uk](mailto:researcher-development@port.ac.uk)  
Phone: **023 9284 6191**

Blog: <https://researchandinnovationportsmouth.wordpress.com>



# Using the programme

## HOW TO BOOK EVENTS

Links to the Eventbrite booking page for each event are included in this booklet and also listed on the Research and Innovation Services (RIS) website. Most workshops have a limited number of places and, when places are no longer available, you will be assigned to a waiting list. You will receive an email from Eventbrite if a place becomes available and will be asked to respond to confirm your place.

## HOW TO CANCEL A BOOKING

Please cancel bookings yourself using Eventbrite. There are two easy ways of doing this: 1) Find the Eventbrite email confirmation for the workshop, click on the 'manage booking' link and then select 'cancel order', or 2) Log in to your Eventbrite account, click on 'My Tickets', select the event, then select 'cancel order'. Detailed instructions are available on the Eventbrite website.

## CANCELLATION POLICY

We are happy to accept cancellations up to three working days before a workshop is due to take place. After this, we can only accept cancellations if an illness or a personal emergency prevents you from attending. We track all bookings, attendances, cancellations and 'no-shows'. We reserve the right to suspend workshop bookings of those that have a track record of late cancellations or failing to attend booked sessions. For externally facilitated workshops we may recover costs from your department.

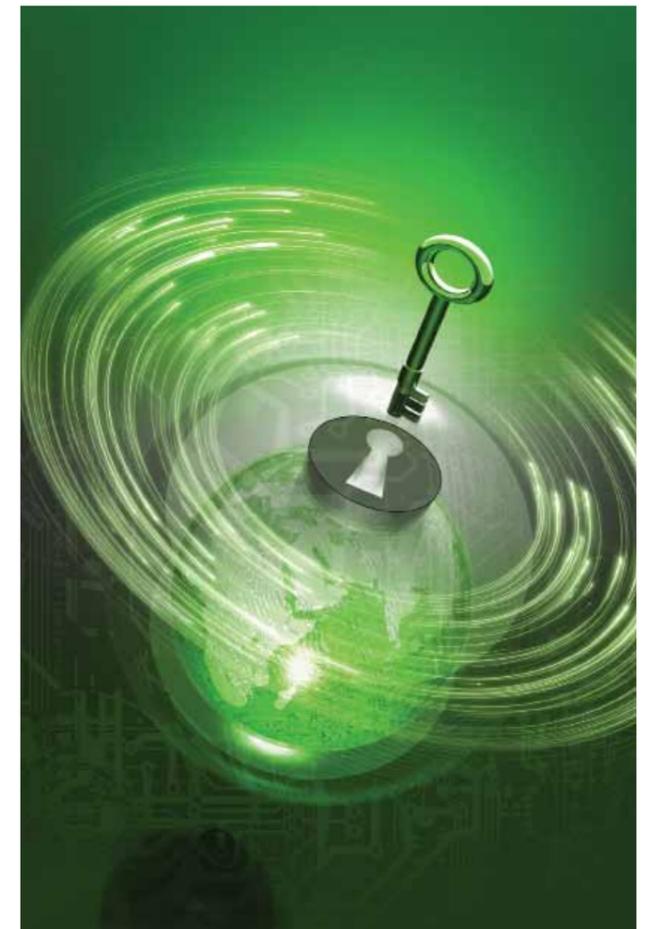
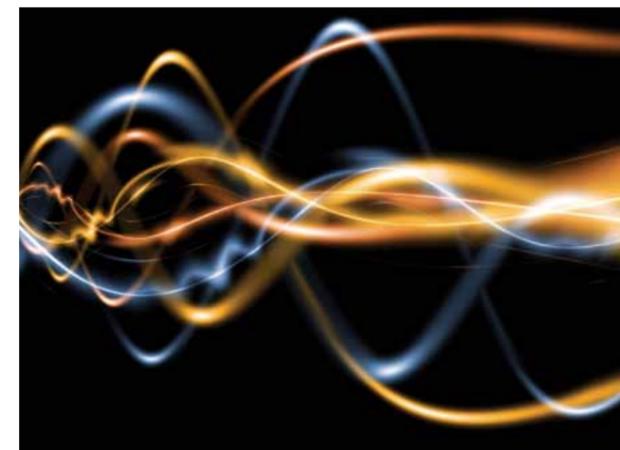
## NOTE REGARDING RESEARCH STUDENTS

Researcher Development Programme workshops are not intended for those undertaking research within the context of an MRes or doctoral level degree, and research students are encouraged to look to the Graduate School Development Programme (GSDP) to meet their development needs.

In cases where a research student feels that a session within the Researcher Development Programme would be of benefit to them, and where no equivalent course is offered within the GSDP, students may contact [gmdp@port.ac.uk](mailto:gmdp@port.ac.uk) and request a place. Permission for students to attend Researcher Development Programme sessions will only be granted subject to wider demand, and only following discussion with the supervisor to determine the appropriateness of the proposed workshop for the student. Research students are kindly requested not to book directly on the Researcher Development Programme Eventbrite as these bookings will be cancelled.

## HOW TO SELECT YOUR EVENTS

The researcher development workshops are available for all academic and research staff. To support staff in identifying sessions that are most likely to be appropriate for them we have developed the workshop recommendations listed on pages 6-7. The descriptors associated with each set of recommendations should help you decide which set is the best fit for you. If you want to know more about a workshop before booking, please contact [researcher-development@port.ac.uk](mailto:researcher-development@port.ac.uk). We encourage research staff and early career researchers to discuss attending workshops with their principal investigator or mentor, and to integrate the workshops as part of your planned development activities.



# Workshop recommendations

## STAFF BEGINNING TO ESTABLISH A RESEARCH PROFILE

The following workshops are suitable for you if one or more of these situations apply:

- You have not published or you have one or two publications because you contributed to a project that was led by a more senior researcher.
- You are a member of research or academic staff who does not hold a PhD, or who is working towards or has recently completed a PhD.
- You have moved into academia from a professional, practice background and are getting involved in academic research for the first time.
- You are a postdoctoral researcher in the first year of your first postdoctoral position.

### Essential workshops:

- Writing Journal Articles in the Humanities and Social Sciences (page 16) or Writing a Scientific Journal Paper (page 17)
- Establishing Yourself as a Researcher (page 21)
- Career Planning for Researchers (page 22)



You might also be interested in:

- Impact and Engagement (page 8)
- Introduction to the Research Funding Landscape (page 11)
- Open Access Publishing and REF (page 18)
- How to Peer Review Manuscripts for Science Journals (page 17)
- Understanding Bibliometric Data (page 18)
- Research Integrity Workshop (page 19)
- Getting the Most out of Mentoring (page 24)



## EXPERIENCED RESEARCH STAFF

The following workshops are suitable for you if one or more of these situations apply:

- You have more than one year of postdoctoral experience.
- You cannot apply for grants as principal investigator (PI) at the University of Portsmouth as you do not have a permanent contract.
- You have publications to which you have significantly contributed and/or written.
- You play a significant role in planning or developing your current research.
- You hold an independent fellowship.

### Essential workshops:

- Strategies for Research Success (page 22)
- Advancing in Academia (page 23) and/or Career Planning for Researchers (page 22)
- Preparing for Leadership (page 25)
- Confident Networking (page 9) or In the Spotlight (page 10)

You might also be interested in:

- Impact and Engagement (page 8)
- Introduction to Research Funding Landscape (page 11)
- Open Access Publishing and REF (page 18)
- Research Data Management (page 20)
- Getting the Most out of Mentoring (page 24)
- How to Peer Review Manuscripts for Science Journals (page 17)
- Writing a Scientific Journal Paper (page 17)
- Writing Journal Articles in the Humanities and Social Sciences (page 16)
- Marie Skłodowska-Curie Actions (page 15)
- How to Search for Research Funding (page 12)
- Understanding Bibliometric Data (page 18)
- Building and Evidencing Impact for REF (page 9)
- Writing Research Funding Proposals (page 13)

## STAFF WITH AN ESTABLISHED RESEARCH PROFILE

The following workshops are suitable for you if one or more of these situations apply:

- You are a lecturer, senior lecturer or (permanent) senior research fellow and able to apply for funding as a principal investigator (PI).
- You have a publication record built from your PhD research and (likely) postdoctoral and/or fellowship positions too.
- You have access to an external network of collaborators that can give you feedback and play a role in supporting your research, innovation and impact goals.

### Essential workshops:

- Building and Evidencing Impact for REF (page 9)
- Processes and Support for Submitting Research Funding Bids (page 13)
- Writing Research Funding Proposals (page 13)

You might also be interested in:

- Strategies for Research Success (page 22)
- Research Funding Drop-in (page 14)
- Introduction to Research Funding Landscape (page 11)
- Open Access Publishing and REF (page 18)
- Research Data Management (page 20)
- Getting the Most out of Mentoring (page 24)
- How to Peer Review Manuscripts for Science Journals (page 17)
- Marie Skłodowska-Curie Actions (page 15)
- How to Search for Research Funding (page 12)
- Understanding Bibliometric Data (page 18)
- Introduction to Innovate UK Funding (page 12)



# Impact and engagement



## IMPACT AND ENGAGEMENT

The focus on demonstrating the impact of your research can seem daunting and it can be difficult to know where to start. This practical workshop focuses on finding ways to make the impact agenda work for you and your research. The workshop leads you through a series of interactive activities that get you thinking creatively about why you do your research and the difference that you want it to make to others. During the workshop you will build up a picture of the individuals, groups or entities that could benefit from your research. Strategies for actively engaging with them by positively communicating the goals and value of your research will be approached.

### This workshop will enable you to:

- understand what is and is not impact from a REF perspective
- build your own 'pathway to impact' for your project
- identify ways to effectively connect with groups or entities to build impact
- use the impact agenda to strengthen your research profile

### Book your place:

Monday 21 November 2016, 2.00pm–4.00pm  
<http://impact11-1617.eventbrite.co.uk>

Wednesday 26 April 2017, 1.30pm–4.30pm  
<http://impact04-1617.eventbrite.co.uk>

# Impact and engagement

## BUILDING AND EVIDENCING IMPACT FOR REF

Research impact is something everyone is chasing, but what counts as meaningful impact for REF? How do you get it? How is it measured? In this workshop, participants will explore strategies for building and evidencing the impact of their research for the next REF. Examples of high-scoring impact case studies from REF 2014 will be scrutinised. Strategies for engaging with stakeholders and keeping track of the evidence you will need to support your case study will be explored. We will also hear a first-hand account of what it is like to prepare a case study from a researcher involved in writing one of the University of Portsmouth's REF 2014 case studies.

This is a REF-focused workshop for researchers who have a good understanding of the impact of their research and have identified and are engaged with the stakeholders and end users of their work. For researchers without this prerequisite please first attend the Impact and Engagement workshop.

### This workshop will enable you to:

- understand what is involved in writing a REF impact case study
- understand how to integrate and collect evidence of impact during the course of your research project

### Book your place:

Wednesday 15 February 2017, 2.00pm–4.00pm  
<http://impactforref02-1617.eventbrite.co.uk>

## CONFIDENT NETWORKING

Some people have a natural ability to speak so that others want to listen. For many people, it is not so easy to read a situation, interpret people's behaviour or influence their thinking. This interactive workshop, run by VOX Coaching, will develop your confidence and enable you to make the most of networking opportunities when meeting potential business or industrial collaborators or at seminars and conferences. We will look in practice at creating a positive impression from the start, achieving vocal and physical presence, engaging others and building rapport. You will have the opportunity to practise your skills and develop the confidence to build research relationships and future collaborations through networking and other informal meetings.

### This workshop will enable you to:

- confidently make the most of opportunities for networking
- use different techniques to approach (and leave) groups
- understand the importance of body language when networking

### Book your place:

Tuesday 8 November 2016, 9.00am–12.30pm  
<http://confident11-1617.eventbrite.co.uk>



## IN THE SPOTLIGHT

As your career develops you can find yourself having to speak to an ever-wider range of audiences, from university committees to members of the public to commercial partners. The variety can be deeply satisfying, but it also poses challenges. You have to adapt your communication style to very different contexts, but how is that possible while remaining true to yourself? It is vital to stay calm and appear confident, but what happens when the audience is unfamiliar or combative? How do you make an impact and ensure that your message is heard, whatever the occasion? This highly practical session, run by VOX Coaching, will introduce you to techniques to help you perform powerfully, memorably and authentically whenever and wherever you are in the spotlight.

### This workshop will enable you to:

- get your message across with confidence when presenting to unfamiliar audiences
- adapt your communication style to the context
- appear calm and confident when speaking in stressful situations

### Book your place:

Thursday 18 May 2017, 9.00am–5.00pm  
<http://inthespotlight05-1617.eventbrite.co.uk>



## INTRODUCTION TO RESEARCH FUNDING LANDSCAPE

Understanding the research funding environment enables you to make decisions about which funding streams to target for your own research, and can save you a lot of time in ensuring that you are developing project ideas that have the scope and direction to match the available funding schemes. This workshop will provide participants with a broad overview of the funding environment. The workshop will discuss the major UK and EU research funding bodies and the major awards they offer including fellowships, open call and responsive mode grants.

### This workshop will enable you to:

- obtain an overview of the major type of research funding streams including research grants and fellowships
- hear about the different bodies that provide funding for research

### Book your place:

Wednesday 26 October 2016, 2.00pm–3.30pm  
<http://funding10-1617.eventbrite.co.uk>

Wednesday 8 March 2017, 2.00pm–3.30pm  
<http://funding03-1617.eventbrite.co.uk>



## INTRODUCTION TO INNOVATE UK FUNDING

Innovate UK is an executive non-departmental public body, sponsored by the Department for Business, Innovation and Skills (BIS), to provide support for innovative Small and Medium-sized Enterprises (SME) with high-growth potential to work in partnership with research institutions. This workshop will look at the many ways that researchers can get involved with Innovate UK and apply for funding in partnership with innovative organisations.

### This workshop will enable you to:

- learn about the support available in the University to help you access Innovate UK funding
- discover how to find funding opportunities through the Innovate UK website

### Book your place:

Tuesday 18 October 2016, 2.00pm–4.00pm  
<http://innovateuk10-1617.eventbrite.co.uk>

Thursday 6 April 2017, 2.00pm–4.00pm  
<http://innovateuk04-1617.eventbrite.co.uk>



## HOW TO SEARCH FOR RESEARCH FUNDING

If you are unfamiliar with external research funding and would like help searching for funding opportunities, creating your profile and setting up email alerts to identify potential bids, then come to one of these hands-on sessions. Members of the Research and Innovation Services Research Grants Team will be available to help participants search for funding opportunities using websites such as Research Professional and UKRO.

### This workshop will enable you to:

- obtain an overview of the major type of research funding streams including research grants and fellowships
- hear about the different bodies that provide funding for research

### Book your place:

Wednesday 12 October 2016, 2.00pm–3.00pm  
<http://searchfunding10-1617.eventbrite.co.uk>

Wednesday 11 January 2017, 2.00pm–3.00pm  
<http://searchfunding01-1617.eventbrite.co.uk>

Wednesday 14 June 2017, 2.00pm–3.00pm  
<http://searchfunding06-1617.eventbrite.co.uk>

## PROCESSES AND SUPPORT FOR SUBMITTING RESEARCH FUNDING BIDS

Every research organisation has processes in place to support and approve funding applications to external funders. These processes can differ markedly between organisations. At this workshop the steps involved in making a funding application at the University of Portsmouth will be outlined and participants will be signposted to the support and expertise that is available to assist researchers in preparing high quality bids.

### This workshop will enable you to:

- become familiar with the funding application processes operating at the University of Portsmouth
- identify who is available to support you when developing research funding applications

### Book your place:

Wednesday 16 November 2016, 2.00pm–3.00pm  
<http://fundingbids11-1617.eventbrite.co.uk>

Wednesday 10 May 2017, 2.00pm–3.00pm  
<http://fundingbids05-1617.eventbrite.co.uk>



## WRITING RESEARCH FUNDING PROPOSALS

Professor Andrew Derrington, an experienced academic and researcher who has sat on many funding panels, will be leading this workshop. During the workshop, Andrew will give insights into how to write your proposal so that it has the best chance of making it through the rough and tumble of the funding panel decision process. Andrew will lead participants through the approach he uses to efficiently write a research project grant, such as a Research Council standard grant, based on writing ten key sentences that form a draft skeleton of the case for support. To attend this workshop you need to be ready to talk about the research project that you want to apply for funding for, and also be prepared to write (pen/paper, laptop/tablet).

### This workshop will enable you to:

- understand what makes a strong case for support
- understand how funders make decisions

### Book your place:

Tuesday 4 April 2017, 9.30am–4.00pm  
<http://fundproposal04-1617.eventbrite.co.uk>

## RESEARCH FUNDING DROP-IN

Developing and writing a funding application can be daunting and sometimes you need to talk to someone who can provide you with answers to specific questions. At these drop-in sessions members of the Research Grants Team in Research and Innovation Services will be on hand to provide you with advice and support regarding funding applications that you are developing.

### This workshop will enable you to:

- seek advice regarding research funding
- focus your application(s) to maximise your chances of success

### Book your place:

Thursday 13 October 2016, 3.00pm–4.00pm  
<http://fundingdropin10-1617.eventbrite.co.uk>

Tuesday 22 November 2016, 10.00am–11.00am  
<http://fundingdropin11-1617.eventbrite.co.uk>

Wednesday 25 January 2017, 2.00pm–3.00pm  
<http://fundingdropin01-1617.eventbrite.co.uk>

Tuesday 14 March 2017, 2.00pm–3.00pm  
<http://fundingdropin03-1617.eventbrite.co.uk>

Thursday 4 May 2017, 12.00pm–1.00pm  
<http://fundingdropin05-1617.eventbrite.co.uk>

Tuesday 20 June 2017, 12.00pm–1.00pm  
<http://fundingdropin06-1617.eventbrite.co.uk>

## SMALL GRANTS WORKSHOP

Although many research funders have streamlined their funding streams to focus on large multi-disciplinary and multi-institutional funding calls, many still offer small grants and starter grants which new academics can apply for and use to begin to build a funding track record. Members of the Research Grants Team in Research and Innovation Services will provide you with an overview of what small grants are available and also provide you with some tips when writing these types of funding applications.

### This workshop will enable you to:

- become familiar with sources of small grants
- develop your applications to maximise your chances of success

### Book your place:

Wednesday 30 November 2016, 2.00pm–3.00pm  
<http://smallgrants11-1617.eventbrite.co.uk>

Thursday 15 June 2017, 2.00pm–3.00pm  
<http://smallgrants06-1617.eventbrite.co.uk>



## OPPORTUNITIES FOR INTERNATIONAL COLLABORATION

In an increasingly interconnected and globalised research and innovation environment many researchers are exploring opportunities for international collaboration. This session will provide an overview of the different funding opportunities on offer, discuss some of the challenges in pursuing this type of funding and highlight best practices and tips for developing high quality applications.

### This workshop will enable you to:

- identify relevant funding opportunities for your international collaboration
- understand some of the challenges
- develop your applications to maximise your chances of success

### Book your place:

Wednesday 8 February 2017, 2.00pm–4.00pm  
<http://collaboration02-1617.eventbrite.co.uk>



## MARIE SKŁODOWSKA-CURIE ACTIONS

The Marie Skłodowska-Curie Actions (MSCA) work programme in the European Commission's Horizon 2020 funding programme aims to equip researchers with the necessary skills and international experience to tackle current and future challenges, through collaborative research and innovation projects. This session will focus on three MSCA funding schemes: Individual Fellowships, Research and Innovation Staff Exchanges and Innovative Training Networks.

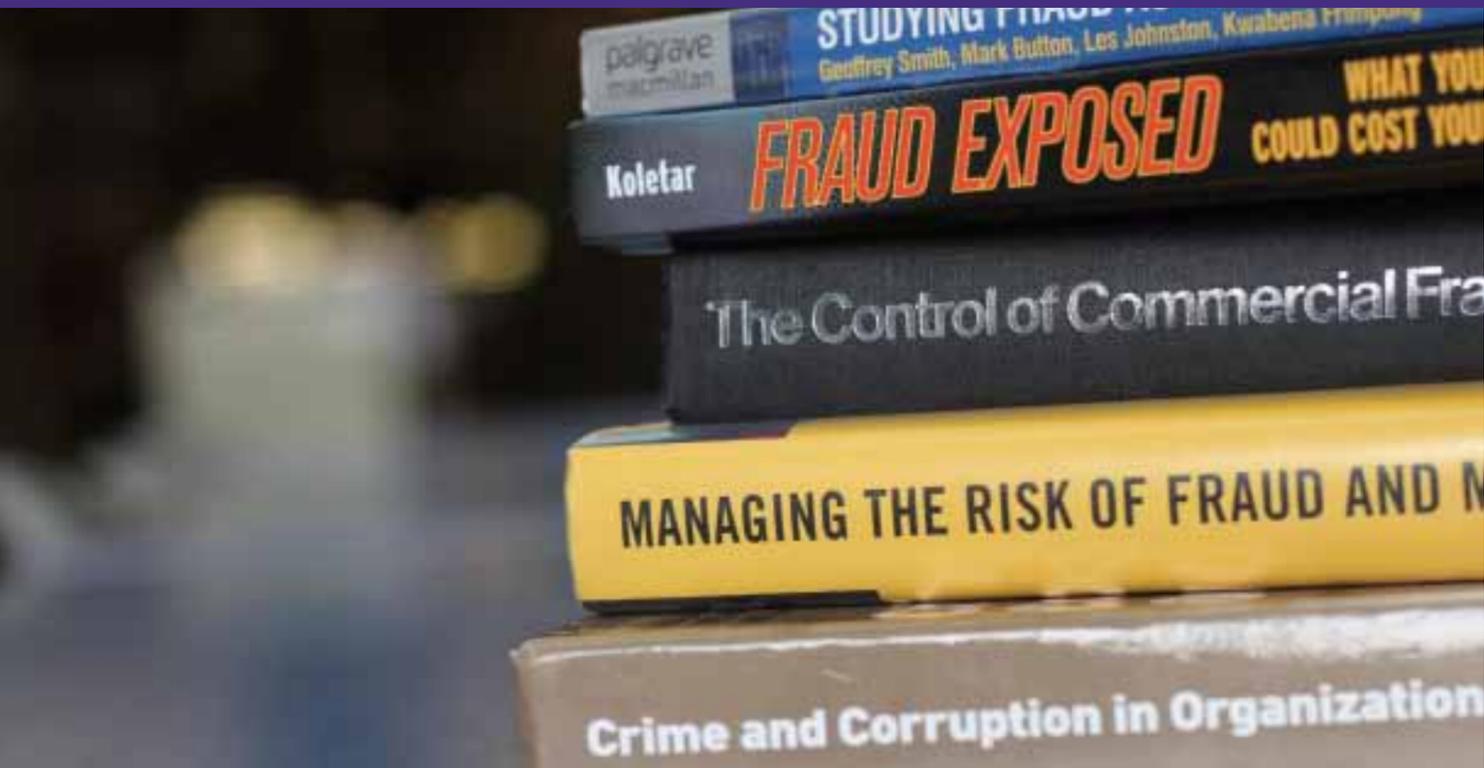
### This workshop will enable you to:

- identify the schemes that are of interest
- develop your applications to maximise your chances of success
- understand the priorities of the European Commission and how proposals are evaluated

### Book your place:

Tuesday 28 February 2017, 10.00am–12.00pm  
<http://mscactions02-1617.eventbrite.co.uk>





## WRITING JOURNAL ARTICLES IN THE HUMANITIES AND SOCIAL SCIENCES

This one-day workshop with Josie Dixon, an experienced facilitator with an extensive background in academic publishing, is for researchers aiming to publish in international peer-reviewed journals. Participants are expected to have an article in progress, whether this is an idea in the early stages of development or a more substantially completed draft. The workshop is designed to develop skills, with practical advice and exercises on presenting a scholarly argument and highlighting your contribution to the field. So that the workshop exercises can be tailored to the needs of the group, **participants must provide a short (one page max) description of their research project/publication outline by Friday 5 May 2017 to [researcher-development@port.ac.uk](mailto:researcher-development@port.ac.uk).**

### This workshop will enable you to:

- develop your skills for writing journal articles
- understand the publication process

**APPLICATION DEADLINE: Friday 5 May 2017**

### Book your place:

Monday 22 May 2017, 10.00am–4.00pm  
<http://journal05-1617.eventbrite.co.uk>

## WRITING A SCIENTIFIC JOURNAL PAPER

Publishing in a journal is an essential part of science, as it enables others to learn from your work, build on it and give you credit for it. But the journal publishing system is complex and changing fast, so it can be difficult to navigate. This course is designed to help you write a paper for a journal and get it published in the most effective way. The course will be provided by Anna Sharman, who has been a biology postdoc, an in-house journal editor and a scientific publishing consultant and now runs Cofactor, a scientific editing and training company.

The course is suitable for researchers in science, technology and engineering. It will include time to work on an abstract for your own research paper. Please EITHER write an abstract in advance and bring it with you, OR bring brief notes about the main results that your paper would present and the conclusions you intend to draw so that you can write an abstract during the workshop. A laptop will be useful for the writing exercises but is not essential.

### This workshop will enable you to:

- cope with rejections from journals and deal with peer reviewers' comments
- choose a journal that will best enable your paper to have an impact – and quickly
- write an informative, engaging abstract that will attract people to read the whole paper
- write in a style that is clear, concise and at the right level of formality for a research paper
- publicise your paper and your research, including using social media, to increase its impact

### Book your place:

Wednesday 19 October 2016, 10.00am–4.00pm  
<http://writingjournal10-1617.eventbrite.co.uk>

## HOW TO PEER REVIEW MANUSCRIPTS FOR SCIENCE JOURNALS

The ability to review manuscripts is a core skill for every science researcher. This workshop with experienced reviewer and trainer Dr David Jones (Natural History Museum, London) will explain how the peer review system works and what is expected of reviewers. By participating in exercises and discussions, you will learn how to review manuscripts quickly and effectively. But how long should you spend reviewing a manuscript? And what should you write in your review? Find out in this workshop with the results from an extensive survey of 112 editors of international peer-reviewed science journals.

### This workshop will enable you to:

- understand your responsibilities as a reviewer
- critically review manuscripts quickly and effectively
- understand what to include in written comments to editors and authors

### Book your place:

Wednesday 1 March 2017, 2.00pm–4.30pm  
<http://sciencejournals03-1617.eventbrite.co.uk>



## UNDERSTANDING BIBLIOMETRIC DATA

Bibliometric tools enable you to measure and track the reach of your research and the outputs of other researchers. In this workshop the University Library Team will take you through the common bibliometric tools and explain their uses and limitations. You will also have the chance to explore your own bibliometric information. Topics including journal impact factors and equivalents, citation counts, h-indexes and altmetrics will be explained and discussed.

### This workshop will enable you to:

- calculate and understand your h-index
- understand how journal impact factors are calculated
- search bibliometrics data using common databases

### Book your place:

Wednesday 1 February 2017, 2.00pm–3.30pm  
<http://bibliometricdata02-1617.eventbrite.co.uk>



## OPEN ACCESS PUBLISHING AND REF

Will your publications be eligible for the next REF? For the next REF HEFCE require journal and conference articles (with an ISSN) accepted for publication to be open access. Dr Emily Bennett, the University's Research Outputs Manager, will take researchers through the different types of open access models and the steps researchers need to take to ensure their research outputs comply with the requirements.

### This workshop will enable you to:

- understand the different open access routes
- understand what you need to do upon acceptance of your article to comply with University policy on open access

### Book your place:

Wednesday 21 September 2016, 2.00pm–3.00pm  
<http://openaccess09-1617.eventbrite.co.uk>

Tuesday 15 November 2016, 12.00pm–1.00pm  
<http://openaccess11-1617.eventbrite.co.uk>

Thursday 12 January 2017, 3.00pm–4.00pm  
<http://openaccess01-1617.eventbrite.co.uk>

Thursday 23 February 2017, 2.00pm–3.00pm  
<http://openaccess02-1617.eventbrite.co.uk>

Tuesday 25 April 2017, 2.00pm–3.00pm  
<http://openaccess04-1617.eventbrite.co.uk>

Wednesday 21 June 2017, 12.00pm–1.00pm  
<http://openaccess06-1617.eventbrite.co.uk>

## RESEARCH INTEGRITY WORKSHOP

Your confidence and potentially your research career can be ruined by allegations of misconduct and unethical practice. While the retraction of high profile publications makes headline news, cases of blatant misconduct by researchers remain rare. What is much more common are authorship disputes, accusations of plagiarism and poor practice surrounding data collection, manipulation and storage that spiral towards unethical practice and misconduct. In this workshop case studies will be used to illustrate how poor practice and lack of attention to key aspects of research governance can land researchers with awkward questions to answer. Practical approaches that researchers can use to help improve their research and protect their career prospects will be discussed.

### This workshop will enable you to:

- understand research integrity issues that can arise during a project lifecycle
- understand how poor practice contributes to research errors and misunderstandings

### Book your place:

Tuesday 16 May 2017, 2.00pm–4.00pm  
<http://researchintegrity05-1617.eventbrite.co.uk>



## MANAGING YOUR RESEARCH PROFILE WITH PURE

The Portsmouth Research Portal is a publicly accessible and fully searchable interface that enables our excellent researchers and the research they do to reach a worldwide audience. The information displayed on the Portal is derived from the University's research information management system, a database called Pure. All members of research and academic staff have a profile on the portal and content in Pure. At this workshop you will have the opportunity to learn how to add content such as publications, research projects, positions of esteem and research activities to your Pure account. Maintaining an up-to-date profile enhances your visibility and makes information available to generate CVs and for reporting purposes in the faculties and wider University.

### This workshop will enable you to:

- manage your profile on Pure
- upload new content to your Pure account

### Book your place:

Thursday 3 November 2016, 1.00pm–2.00pm  
<http://researchprofile11-1617.eventbrite.co.uk>

Thursday 23 February 2017, 3.00pm–4.00pm  
<http://researchprofile02-1617.eventbrite.co.uk>

Tuesday 23 May 2017, 12.00pm–1.00pm  
<http://researchprofile05-1617.eventbrite.co.uk>

## RESEARCH DATA MANAGEMENT

Research Councils UK, other external funders and the University of Portsmouth all have policies on research data, access and storage. To help researchers get to grips with data management, Dr Emily Bennett, the University's Research Outputs Manager, will explain how these policies relate to researchers and the options available within the University for the management and storage of research data. Emily will also explain what needs to be included in the data management plans for grant applications.

### This workshop will enable you to:

- understand what is available in the University for data storage and management
- understand what you need to include in a data management plan for grant applications

### Book your place:

Thursday 16 February 2017, 2.00pm–3.00pm  
<http://datamanagement02-1617.eventbrite.co.uk>



## RESEARCH DATA AND INFORMATION GOVERNANCE

If research data contains information that can identify a living individual, that data must be processed in accordance with the Data Protection Act. Dr Roger Moore, Senior Lecturer in the Department of Psychology, and Samantha Hill, the University's Information Disclosure Manager, will explain how to keep the processing of research data within the bounds of the data protection legislation, what to think about and when. Samantha will also give tips on other information governance issues associated with research data, such as how long to store information and where best to store it.

### This workshop will enable you to:

- understand what kind of research data is covered by the Data Protection Act
- understand the steps you need to take when working with personal data in your research

### Book your place:

Thursday 16 February 2017, 3.00pm–4.30pm  
<http://governance02-1617.eventbrite.co.uk>



## ESTABLISHING YOURSELF AS A RESEARCHER

If you are early in your research career and do not have a track record of publications, this session will explore opportunities and strategies that you can use to build your research track record. The session is targeted towards staff who do not (yet) have a PhD and those who have recently started their first postdoctoral position. This workshop will focus on what you can do to make the most of current projects you may be working on, and how to build connections with others working in your research field so that you get the support and guidance you need to move forward. The session will also include an overview of the funding and career opportunities that you might want to consider as your research record grows.

### This workshop will enable you to:

- orientate yourself within your research career and understand what might come next
- make a plan to build your profile and network so that you can access opportunities later on

### Book your place:

Wednesday 2 November 2016, 1.30pm–4.30pm  
<http://researcher11-1617.eventbrite.co.uk>

## STRATEGIES FOR RESEARCH SUCCESS

Once you have built up some publications and experience in your research field, moving beyond the project-by-project approach and towards building a flexible and responsive research strategy can help you stay ahead of the curve. Whatever field you are in, having a clear understanding of your research field, its breadth, depth, pace and culture can enable you to make informed decisions about the direction you need to take to build a research portfolio that is successful over a longer period of time. This is an interactive workshop that builds on your knowledge of your research field and funding priorities, and integrates planning tools to support you in building a sustainable research plan.

### This workshop will enable you to:

- identify strategies that will help you access opportunities which arise in your field
- build a plan for your future research

### Book your place:

Wednesday 15 March 2017, 1.30pm–4.30pm  
<http://researchsuccess03-1617.eventbrite.co.uk>



## CAREER PLANNING FOR RESEARCHERS

This session is for researchers who want to take a look at the skills and experiences they currently have and consider what their next steps might be, whether their aspirations are to remain in research and/or academia or to move into other areas. In this workshop you will have the chance to explore your skills against the Vitae Researcher Development Framework and look at academic and non-academic CVs. Participants will also be signposted to further sources of career support and information.

### This workshop will enable you to:

- identify your skills against the Vitae Researcher Development Framework
- identify steps you can take now to develop your skills

### Book your place:

Wednesday 18 January 2017, 2.00pm–4.00pm  
<http://careerplanning01-1617.eventbrite.co.uk>



## ADVANCING IN ACADEMIA

This Vitae-inspired workshop is for postdoctoral researchers who are looking to build an academic career and are likely to apply for lecturer, senior lecturer or tenure-track positions in the future. This workshop gives participants the opportunity to gain a greater understanding of how to succeed in a competitive and complex research environment. Participants will be encouraged to think about the pros and cons of different research/academic career options and will have the opportunity to orientate themselves within a longer-term career plan. We will hear from recently hired lecturers and interview panel members about their experiences applying for and selecting candidates for permanent academic positions.

### This workshop will enable you to:

- have a stronger sense of the academic job market and the factors that affect it
- set clear and realistic goals for your research/academic career

### Book your place:

Thursday 11 May 2017, 1.00pm–4.00pm  
<http://academia05-1617.eventbrite.co.uk>

## BECOMING A READER AT THE UNIVERSITY OF PORTSMOUTH

Professor Pal Ahluwalia (PVC Research and Innovation) will lead this workshop that will introduce participants to the role and expectations of a Reader within the University of Portsmouth. It will outline the procedure and process of applying for promotion and consider the University's criteria for a Readership, inviting you to seek clarification on any points. There will be an opportunity to meet recently-appointed Readers, who will share their experiences and discuss points that could contribute to a good application.

### This workshop will enable you to:

- understand the process of applying for a Readership at the University of Portsmouth
- gain insights from a range of people who have been promoted to Reader recently

### Book your place:

Wednesday 5 October 2016, 2.00pm–4.00pm  
<http://reader10-1617.eventbrite.co.uk>

## BECOMING A PROFESSOR AT THE UNIVERSITY OF PORTSMOUTH

Professor Matthew Weait (Dean, Faculty of Humanities and Social Sciences) will lead this workshop that will introduce participants to the role and expectations of a Professor within the University of Portsmouth. It will outline the procedure and process of applying for promotion, and consider the University's criteria for a Professorship, inviting you to seek clarification on any points. There will be an opportunity to meet recently-appointed Professors, who will share their experiences and discuss points that could contribute to a good application.

### This workshop will enable you to:

- understand the process of applying for a Professorship at the University of Portsmouth

### Book your place:

Wednesday 28 September 2016, 2.00pm–3.00pm  
<http://becomingprof09-1617.eventbrite.co.uk>

## GETTING THE MOST OUT OF MENTORING

More than 50 per cent of research and academic staff at the University of Portsmouth have a mentor and mentoring is increasingly being used as a tool to develop research leaders and support researchers at all stages of their careers. This workshop is for members of research and academic staff who are currently either a mentor or a mentee, or are interested in getting involved in a mentoring partnership. The workshop will cover the advantages and responsibilities of being a mentor or a mentee, as well as the practical issues of establishing and setting the expectations of a mentoring partnership. There will be an introduction to models such as GROW, that can be used to structure mentoring conversations. Some of the common pitfalls of mentoring and how to handle them will be addressed using case study approaches. There will be time available to discuss individual issues and ask questions.

### This workshop will enable you to:

- use your mentor more effectively
- establish an effective mentoring partnership

### Book your place:

Thursday 17 November 2016, 2.30pm–4.30pm  
<http://mentoring11-1617.eventbrite.co.uk>

## DIFFICULT CONVERSATIONS: STANDING YOUR GROUND

Sometimes you have to be able to explain your position clearly and firmly in order to be heard and to influence others. But how do you do this without rancour? It is all too easy for professional relationships to run into trouble because of problems with communication. This lively, practical course will equip you with straightforward techniques for making a compelling case and coming through tough conversations with your relationships intact. It will help you strengthen your personal authority and assert yourself in a way that is constructive and earns respect. The session will refine your leadership skills and stand you in good stead for the future. This practical and engaging workshop is facilitated by VOX Coaching, specialists in communication skills training for universities.

### This workshop will enable you to:

- be heard and influence others
- assert yourself in a way that is constructive and earns respect

### Book your place:

Tuesday 8 November 2016, 1.30pm–5.00pm  
<http://conversations11-1617.eventbrite.co.uk>



## PREPARING FOR LEADERSHIP

This two-day programme (attendance on both days is required) is primarily aimed at postdoctoral research staff but would also be useful for other researchers and early career academics who are starting to take on leadership roles or who wish to take on leadership roles in the future. The programme recognises that being effective as a researcher requires many varied skills and attributes, which may differ by discipline. The programme also recognises that researchers may have a great deal of responsibility for their projects and work, but often not a great deal of authority. There will be some pre-work that will be emailed to participants before the programme begins.

### This workshop will enable you to:

- better appreciate the critical situations that have led you to be successful to date
- create a vision and implement your strategy
- have an insight into your preferences so that you can exercise leadership in a way that suits you
- clarify the tasks that are expected of you now and in future roles

### Book your place:

Tuesday 27 and Wednesday 28 June 2017, 9.00am–5.00pm  
<http://leadership06-1617.eventbrite.co.uk>

## RESEARCH TEAM LEADERSHIP

Research Team Leadership is a two-day course (attendance on both days is required) from the Leadership Foundation for Higher Education. The programme is designed to develop your skills as a research team leader. As a participant you will discover how to build and lead a research team, run effective research team meetings, support individual researchers and develop your role as a team leader. This course will be delivered by facilitators with extensive experience of research team leadership and a thorough knowledge of the challenges involved in conducting publicly funded research. Consequently, this course will help prepare you for the leadership challenges involved in delivering your research on time and within resource constraints, ensuring timely publication of your research findings.

### This workshop will enable you to:

- develop a strategy for creating a personal vision for your research career
- understand the role and function of a team leader
- consider ways to address and resolve the conflicting demands of research, teaching and administration

To register your interest please add your name to the waitlist. Places will be allocated in April/May following discussions with faculties. Priority will be given to principal investigators currently managing a research team.

### To register your interest:

Wednesday 21 and Thursday 22 June 2017, 9.00am–5.00pm  
<http://teamleader06-1617.eventbrite.co.uk>

# Researchers' Network



# Further opportunities



The Researchers' Network is for any member of University staff who is working to build or progress their research career. The Network is especially welcoming to research staff and early career researchers. The Network's Google+ community page is used by members to post events, find others with expertise in a particular software or methodology, and to keep in touch. Find and request to join the Researchers' Network on Google+ or email [researcher-development@port.ac.uk](mailto:researcher-development@port.ac.uk) for joining instructions.

Volunteer Researchers' Network Champions moderate the Google+ community page, act as contact points for their faculties, departments or subject groups and also host four meetings a year. Researchers' Champions select a main topic or event for discussion at the meeting. The meetings also provide an opportunity for researchers to give feedback on the Researcher Development Programme and other aspects of researcher support in the University. If you are interested in getting involved as a Researchers' Network Champion, please get in touch by emailing [researcher-development@port.ac.uk](mailto:researcher-development@port.ac.uk).

## Researchers' Network meetings for 2016/17 will be held on the following dates:

Tuesday 20 September 2016, 12.00pm–1.30pm  
<http://network09-1617.eventbrite.co.uk>

Thursday 19 January 2017, 12.00pm–1.30pm  
<http://network01-1617.eventbrite.co.uk>

Wednesday 29 March 2017, 12.00pm–1.30pm  
<http://network03-1617.eventbrite.co.uk>

Monday 19 June 2017, 12.00pm–1.30pm  
<http://network06-1617.eventbrite.co.uk>

## SUPERVISOR TRAINING FROM THE GRADUATE SCHOOL

If you're supervising a research degree student, The Graduate School Supervisor Training Programme is available to provide you with the support, ideas and advice you may need to make the most out of being a research supervisor, and to help your students achieve their full potential.

A detailed programme is available at [www.port.ac.uk/graduateschool/supervisorsandstaff](http://www.port.ac.uk/graduateschool/supervisorsandstaff).

Booking can be made via <http://uopresearchsupervisionevents.eventbrite.co.uk>.

## GRADUATE SCHOOL DEVELOPMENT PROGRAMME

The Graduate School Development Programme (GSDP) run workshops that have been specially designed to meet the needs of those undertaking research within the context of an MRes or doctoral level degree. If you are a member of staff and also registered for a research degree you may find the GSDP is most appropriate for your needs. If you are a staff member, but not a registered student, or not a student registered at the University of Portsmouth, and want to attend a session in the GSDP please get in touch with [researcher-development@port.ac.uk](mailto:researcher-development@port.ac.uk) and, subject to wider demand, we will endeavour to make a place available for you.

A detailed programme is available at [www.port.ac.uk/graduate-school/development](http://www.port.ac.uk/graduate-school/development).

# Further opportunities

## INDIVIDUAL COACHING FOR RESEARCH STAFF

A limited number of coaching sessions are available with Dr Sarah Robins-Hobden, an independent researcher developer and coach. These sessions are intended for research staff employed on a limited term contract. Coaching can be very effective in helping research staff identify goals and find solutions to move towards achieving them. Research staff will be contacted by email with information about this opportunity.

## MEDIA TRAINING

The Press and Public Relations team provide specialised media training and support for researchers and academics who would like the opportunity to learn and practise how to engage with the media in a supportive environment.

[www.port.ac.uk/staffessentials/generalinformation/staffcommunications/mediadviceforstaff/mediatraining](http://www.port.ac.uk/staffessentials/generalinformation/staffcommunications/mediadviceforstaff/mediatraining)

## HUMAN RESOURCES LEARNING AND DEVELOPMENT WORKSHOPS

All members of staff, including those employed on research or academic contracts, can attend relevant workshops offered through the Learning and Development team in Human Resources. Workshops on offer cover topics such as personal effectiveness, managing stress and building resilience. The team also provides training for those involved in recruitment, selection and performance management.

[www.port.ac.uk/departments/services/humanresources/learninganddevelopment](http://www.port.ac.uk/departments/services/humanresources/learninganddevelopment)

There is also an online Learning and Development Toolkit which is available for use 24/7 and contains lots of useful information and tools to support personal development.

[www.port.ac.uk/departments/services/humanresources/learninganddevelopment/learninganddevelopmenttoolkit](http://www.port.ac.uk/departments/services/humanresources/learninganddevelopment/learninganddevelopmenttoolkit)

## ONLINE COURSES

There are many opportunities to access free high quality online courses to support your training and development needs. Vitae, the UK organisation for researcher development, has lots of resources on their website to support researchers at all stages in their careers. For full access to the Vitae website [www.vitae.ac.uk](http://www.vitae.ac.uk) register with your @port.ac.uk email address. Another place to look is the Elsevier online 'campus' [www.publishingcampus.elsevier.com](http://www.publishingcampus.elsevier.com). This site includes a suite of lectures and courses that are specially targeted at researchers on topics such as grant writing, publishing, peer reviewing and many more.

## OTHER WORKSHOPS AND EVENTS

Faculties, departments and subject groups often offer specialised workshops during the year. If you are funded by a research council or through a fellowship, check your funder's website as many of them offer courses and workshops that you can attend.



# Programme calendar

Booking and information for all workshops is available at <http://researcher-development.eventbrite.co.uk>  
Email: [researcher-development@port.ac.uk](mailto:researcher-development@port.ac.uk)

## September 2016

Tuesday 20	12.00pm–1.30pm	Researchers' Network lunch	Page 26
Wednesday 21	2.00pm–3.00pm	Open Access Publishing and REF	Page 18
Wednesday 28	2.00pm–3.00pm	Becoming a Professor at the University of Portsmouth	Page 23

## October 2016

Wednesday 5	2.00pm–4.00pm	Becoming a Reader at the University of Portsmouth	Page 23
Wednesday 12	2.00pm–3.00pm	How to Search for Research Funding	Page 12
Thursday 13	3.00pm–4.00pm	Research Funding Drop-in	Page 14
Tuesday 18	2.00pm–4.00pm	Introduction to Innovate UK Funding	Page 12
Wednesday 19	10.00am–4.00pm	Writing a Scientific Journal Paper	Page 17
Wednesday 26	2.00pm–3.30pm	Introduction to the Research Funding Landscape	Page 11

## November 2016

Wednesday 2	1.30pm–4.30pm	Establishing Yourself as a Researcher	Page 21
Thursday 3	1.00pm–2.00pm	Managing your Research Profile with PURE	Page 19
Tuesday 8	9.00am–12.30pm	Confident Networking	Page 9
Tuesday 8	1.30pm–5.00pm	Difficult Conversations	Page 24
Tuesday 15	12.00pm–1.00pm	Open Access Publishing and REF	Page 18
Wednesday 16	2.00pm–3.00pm	Processes and Support for Submitting Research Funding Bids	Page 13
Thursday 17	2.30pm–4.30pm	Getting the Most out of Mentoring	Page 24
Monday 21	2.00pm–4.00pm	Impact and Engagement	Page 8
Tuesday 22	10.00am–11.00am	Research Funding Drop-in	Page 14
Wednesday 30	2.00pm–3.00pm	Small Grants Workshop	Page 14

# Programme calendar

## January 2017

Wednesday 11	2.00pm–3.00pm	How to Search for Research Funding	Page 12
Thursday 12	3.00pm–4.00pm	Open Access Publishing and REF	Page 18
Wednesday 18	2.00pm–4.00pm	Career Planning for Researchers	Page 22
Thursday 19	12.00pm–1.30pm	Researchers' Network lunch	Page 26
Wednesday 25	2.00pm–3.00pm	Research Funding Drop-in	Page 14

## February 2017

Wednesday 1	2.00pm–3.30pm	Understanding Bibliometric Data	Page 18
Wednesday 8	2.00pm–4.00pm	Opportunities for International Collaboration	Page 15
Wednesday 15	2.00pm–4.00pm	Building and Evidencing Impact for REF	Page 9
Thursday 16	2.00pm–3.00pm	Research Data Management	Page 20
Thursday 16	3.00pm–4.30pm	Research Data and Information Governance	Page 20
Thursday 23	2.00pm–3.00pm	Open Access Publishing and REF	Page 18
Thursday 23	3.00pm–4.00pm	Managing your Research Profile with PURE	Page 19
Tuesday 28	10.00am–12.00pm	Marie Skłodowska-Curie Actions	Page 15

## March 2017

Wednesday 1	2.00pm–4.30pm	How to Peer Review Manuscripts for Science Journals	Page 17
Wednesday 8	2.00pm–3.30pm	Introduction to the Research Funding Landscape	Page 11
Tuesday 14	2.00pm–3.00pm	Research Funding Drop-in	Page 14
Wednesday 15	1.30pm–4.30pm	Strategies for Research Success	Page 22
Wednesday 29	12.00pm–1.30pm	Researchers' Network lunch	Page 26

# Programme calendar

## April 2017

Tuesday 4	9.30am–4.00pm	Writing Research Funding Proposals	Page 13
Thursday 6	2.00pm–4.00pm	Introduction to Innovate UK Funding	Page 12
Tuesday 25	2.00pm–3.00pm	Open Access Publishing and REF	Page 18
Wednesday 26	1.30pm–4.30pm	Impact and Engagement	Page 8

## May 2017

Thursday 4	12.00pm–1.00pm	Research Funding Drop-in	Page 14
Wednesday 10	2.00pm–3.00pm	Processes and Support for Submitting Research Funding Bids	Page 13
Thursday 11	1.00pm–4.00pm	Advancing in Academia	Page 23
Tuesday 16	2.00pm–4.00pm	Research Integrity Workshop	Page 19
Thursday 18	9.00am–5.00pm	In the Spotlight	Page 10
Monday 22	10.00am–4.00pm	Writing Journal Articles in the Humanities and Social Sciences	Page 16
Tuesday 23	12.00pm–1.00pm	Managing your Research Profile with PURE	Page 19

## June 2017

Wednesday 14	2.00pm–3.00pm	How to Search for Research Funding	Page 12
Thursday 15	2.00pm–3.00pm	Small Grants Workshop	Page 14
Monday 19	12.00pm–1.30pm	Researchers' Network lunch	Page 26
Tuesday 20	12.00pm–1.00pm	Research Funding Drop-in	Page 14
Wednesday 21	12.00pm–1.00pm	Open Access Publishing and REF	Page 18
Wednesday 21–Thursday 22	9.00am–5.00pm	Research Team Leadership	Page 25
Tuesday 27–Wednesday 28	9.00am–5.00pm	Preparing for Leadership	Page 25

Research and Innovation Services  
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