RESEARCHER TRAINING AND DEVELOPMENT OPPORTUNITIES

MPLS Division
HOW TO BOOK

Visit www.mpls.ox.ac.uk/training and look for the ‘Course Programme 2020-21’, which is a list of our courses sorted by date. Select the one you want, and booking details are contained on the individual pages. Most of our courses are booked via the Cosy booking system, but some may require application forms and/or deposits.

All courses for Michaelmas Term 2020 will be delivered online.

KEY
RS: research staff, post-docs or early career researchers.
DPhil: DPhil students or post-graduate researchers.
ALL: All researchers
RS
OPTIMIZE YOUR TIME AT OXFORD
13th October 2020 12:00-15:00

Congratulations, you have got a research post at Oxford. But, what next? How do you manage your time at Oxford? This session looks at what being a post-doc means, what the opportunities and constraints are. It will also outline the support available to help you make the most of your time at the University. You will hear from the Careers Service, Equality and Diversity, Research Services, the Oxford Research Staff Society, Public Engagement & Impact, Research Integrity and Enterprise.

All
ENTERPRISE AND THE RESEARCHER: HOW DOES THIS FIT INTO MY RESEARCH AND CAREER DEVELOPMENT?
14th October 2020 12:00-14:00

An interactive workshop exploring the attributes of an enterprising researcher and how these can be enhanced during research activities, leading you on to other opportunities for developing these further.
All BUILDING CONSULTANCY AND INDUSTRIAL COLLABORATIONS WEBINAR
15th October 2020 10:00-11:00

This webinar will appeal to academics, researchers and DPhil students across the MPLS Division who would like to find out how you can undertake consultancy activity through Oxford University Innovation as an integral part of your research whilst at the University and to hear about how to engage with the Industrial Relations Partnership Business Development Team based within the Division.

All SCIENTIFIC ENTREPRENEURSHIP
15th October 2020 and every Thursday until 3rd December 2020 14:00-16:30

Success in a start-up business is significantly enhanced with an understanding of key entrepreneurial characteristics and competencies. This weekly, term-long course provides potential science/engineering entrepreneurs with knowledge to help succeed in an entrepreneurial opportunity. Topics include: how creativity, opportunity and feasibility are best evaluated; business strategies for new businesses; achieving success in a new business; financial aspects. At the end of the course students will have skills and confidence to evaluate starting a science-based business. They will become more enterprising in how they approach their work life. The course will consist of lectures accompanied with practical casework and readings. Those who successfully complete this course will be eligible for advanced courses offered in the Hilary and Trinity terms.
All

PODCAST YOUR SCIENCE
16th October 2020 09:30-12:30
24th November 2020 09:30-12:30

From inception to publication; this practical session delivered by Emily Elias, journalist and producer of the Oxford Sparks podcast series, is a whirlwind tour through the basics of how to share your research in an engaging manner through podcasting. The session will introduce approaches to podcasting, present inspiration from a range of different podcast styles, and take you step-by-step through the basic technical skills of recording, editing and publishing audio files; you’ll have the chance to develop an idea and have a go recording it with support and feedback during the day.

See also: Podcast Your Science Coaching (8 December)

DPhil Y1

YOUR SUCCESSFUL DPHIL
20th October 2020 11:30-14:30
2nd November 2020 11:30-14:30
16th November 2020 11:30-14:30
24th November 2020 11:30-14:30

This session will set you up to make a success of your DPhil. It will familiarise you with University structures, information and resources, and get you thinking about how best to set yourself up now for a successful DPhil. You’ll find out about the context of your DPhil and the support available to you; about how to take control, assess your skills and develop them further; how to approach your supervisory relationship; and how to plan and manage your DPhil project.
All

INTRODUCTION TO PRESENTATION SKILLS
22nd October 2020 13:30-1700

The course will cover the key principles of planning and delivering a successful talk and help to build your confidence. Each subject area in the MPLS Division has its own specific requirements for research presentations: please note that this course does not seek to address these.

All

PUBLIC ENGAGEMENT WITH RESEARCH 101
28th October 2020 09:30-12:30
1st December 2020 10:00-13:00

Engagement describes the myriad of ways that we can share our research and its value by interacting with wider public audiences, generating mutual benefit. We look at what public engagement is and some of the reasons why you might want to do it. We’ll highlight the multitude of different approaches you can take, including real examples from the University and further afield. We’ll provide tips on getting started and where to get support. Researchers will present their experiences and answer your questions.
“I can now apply techniques to control nervousness, how to answer questions, and explain why there is a need for the work that I’m doing.”

PRESENTATION SKILLS

All

PITCHING YOURSELF: HOW TO GET PEOPLE INTERESTED IN YOU AND YOUR RESEARCH

28th October 2020 09:30-13:00

“Make the most of every opportunity” is often stated as key to a successful career but how can we make the most of those opportunities? Using your research as a starting point this interactive course will have you practising a series of short pitches with your peers interspersed with tips and tricks. The aim is to hook the audience in whether it is about your research, your skills or a new business venture.

All

TAKING STOCK

3-DAY COURSE

DAY ONE 30th October 2020 09:30-13:00
DAY TWO 20th November 2020 09:30-11:00
DAY THREE 4th December 2020 09:30-13:00

This programme aims to support participants to develop an understanding of where they are currently in their careers, and their future options to achieve personal and professional development goals based upon values, strengths, skills and experience. It is delivered online via Zoom. Course materials are provided.
**All NEGOTIATING SKILLS**

**DAY ONE** 2nd November **13:00-16:00**  
**DAY TWO** 16th November **13:00-16:00**

We all negotiate on a daily basis - with our family, with our friends, with our colleagues and managers. But when we identify a situation as challenging, we can be daunted by the prospect of a difficult conversation. When you add the pressure of getting your point across and negotiating many people can feel disconcerted. If you would like to develop new strategies and approaches that play to your strengths and build your negotiating muscles then these workshops will help you do just that. The workshops will help you clarify your objectives, communicate confidently and effectively manage conflict. The workshops are interactive and linked - you will be asked to complete a practical assignment in between the two workshops.

**All ENTERPRISING WOMEN**

**Wednesday 4th November, 12.30-13.30**  
**CAROLYN HICKS FROM BRILL POWER: WOMEN IN POWER**

**Wednesday 2nd December, 12.30-13.30**  
**NESSA CAREY: HOW MANY CAREERS WILL YOU HAVE?**

Enterprising Women is a lunch and learn monthly event which aims to encourage, inspire and support the participation of female STEM researchers (those who identify as women or non-binary) in innovation and entrepreneurship, through a variety of regular lunch and learn events.

In addition, RisingWISE is an in-depth MPLS Enterprising Women programme which brings together women early career researchers from the universities of Oxford and Cambridge to meet with women working in industry and commerce, who face similar challenges. Applications for this year’s cohort will open on 23rd October.
Discover what elements of storytelling and narrative can be used to enhance a profession in the sciences. Craft compelling and moving stories from your experiences as a scientist using these key story elements: character, conflict, structure, metaphor and description. Apply these storytelling and narrative skills to working in the sciences: communicating research to a range of audiences (including publics, media and funding bodies); enhancing presentation skills; telling scientific stories across a range of media. Robert Holtom is a professional storyteller and consultant who has worked with a range of organisations to help them refine and hone their stories for a variety of audiences.
All
SCIENTIFIC WRITING: GETTING YOUR PAPER PUBLISHED

DAY ONE 11th November 2020 14:00-15:00
DAY TWO 18th November 2020 14:00-16:00
DAY THREE 25th November 2020 14:00-15:00

This course will look at the aspects you need to consider when constructing your paper; demystify peer reviewed journals by giving insider insights from science journal editors; and show you what they really want. You will learn how to choose the best journal for your work, negotiate the peer review process and deal with reviewer comments. The course will cover: why publish and how that affects how you publish; the structure of a paper; what to include in the title and abstract; open access; impact metrics and citations; ways to get published more quickly; publicising your paper once it is published.
All

PITCHING FOR FUNDING
11th November 2020 09:30-13:00

Those with funds to spend need to know about you and why they should place their investment in you and your venture. This may be a pitch for research funds, a pitch in an enterprise competition or a presentation asking for an R & D budget. It is a skill that is much needed for the next career step. This interactive course will use your research as a starting point but feel free to come with a business venture idea too.

RS

WRITING SUCCESSFUL RESEARCH PROPOSALS
11th November 2020 14:00-17:00

External research funding is a crucial part of the research profile of universities and is a major issue for academic staff. The key factors in developing successful proposals will be identified as will the requirements of specific research councils.
In this introductory session you will explore how to introduce opportunities to transform your public engagement into a rich, two-way, interactive experience. Dialogue and debate are valuable approaches to move beyond communication. It can provide the means to make any informative activity more engaging for those taking part. The session will highlight examples, practical tips and provide the opportunity for you to start to develop your own ideas and plans.
DPhil Y3/Y4

**VIVA PREPARATION AND PRACTICE**

17th November 2020 10:00-15:00

This participative workshop provides doctoral students in the third year and above with information about the viva, guidance on planning a pro-active approach to it, and opportunities to practice. The course will look at the rules and expectations of the viva exam and identify and practise practical ways to prepare.

RS

**WELCOME EVENT FOR RESEARCH STAFF**

19th November 2020 14:00-15:30

This event is for research staff (postdocs, research fellows, research assistants etc, typically at Grade 6 or above). In a big university like Oxford, it’s not always easy to find out about the opportunities open to you and how to make the most of your time here. This event will give you an overview of what is available to you in terms of career and personal development and the chance to meet other researchers who, like you, are new to Oxford.

After attending this event, you will be better able to:

- identify sources of help and support for your career and development;
- start to plan what you want out of your time here and how to make it happen.

You will need to book via People and Organisational Development at https://pod.admin.ox.ac.uk
All TIME MANAGEMENT
25th November 2020 09:30-12:00

An essential skill for researchers. Issues covered will include work-life balance, planning, prioritising, the need to differentiate between importance and urgency, and using a range of strategies and time-saving ideas.
**All**

**SCIENTIFIC WRITING: CORE SKILLS**

8th December 2020 09:30-13:00  
9th December 2020 09:30-13:00  

This one-day course provides a sound grounding in the core skills needed to produce accurate and effective scientific writing. The course will include:  
• critique of readability in relevant papers;  
• use of tenses in academic papers;  
• writing with impact;  
• concise writing;  
• grammar and proofreading;  
• scientific table and chart technique

**All**

**PODCAST YOUR SCIENCE 1-TO-1 COACHING**

8th December 2020 13:00-17:00  

Book a half hour session of individual coaching and feedback on your podcasting work, from technical tips to journalistic insight in to editing and identifying stories.

For information on booking please see ‘How to book’ on page 2.
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DPHIL ENTERPRISE PUBLIC ENGAGEMENT EARLY CAREER RESEARCHERS