UNIVERSITY OF OXFORD

MATHEMATICAL, PHYSICAL, ENGINEERING, COMPUTING AND LIFE SCIENCE

MPLS RESEARCHER TRAINING & DEVELOPMENT

RESEARCHER TRAINING AND DEVELOPMENT OPPORTUNITIES

MPLS Division Michaelmas Term 2024

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All photography by John Cairns Photography

HOW TO BOOK

Click on the course titles in the online brochure which will take you to the course booking page or visit http://www.mpls.ox.ac.uk/training and click on 'Course Bookings', which is a list of all upcoming courses sorted by date. Booking details are contained in the individual course pages. Most of our courses are booked via the Cosy booking system, but some may require application forms and / or deposits.

Equality, diversity and inclusion courses are taking place online and bookable via the ED&I training programme: www.mpls.ox.ac.uk/ equality-diversity-and-inclusion-in-mpls/mpls-ed-i-training-programme

Our courses this term are a mixture of online and in person. Details will be available on the booking pages.

ADDITIONAL RESOURCES

We also have a range of self-access online resources for DPhil students and research staff. These cover topics such as orientation to the University, Time Management, working with others, Career Development, and many more. You can access them on our website: www.mpls.ox.ac.uk/training/resources-for-researcher-and-career-development

KEYS

RS: research staff, post-docs or early career researchers.

DPhil: DPhil students or post-graduate researchers.

All: All researchers.

In Person   Online

Disclaimer: some courses may be changed from their advertised setting due to unforeseen circumstances.

RS

OPTIMISE YOUR TIME AT OXFORD 👤

Wed 9th Oct 12.00-14.00

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 outlines the support available to help you make the most of your time at the University. You will hear from the Careers Service, Research Services, the Oxford Research Staff Society, and about Public Engagement & Impact, Research Integrity and Enterprise.

DPhil

YOUR SUCCESSFUL DPHIL 👤 🖥

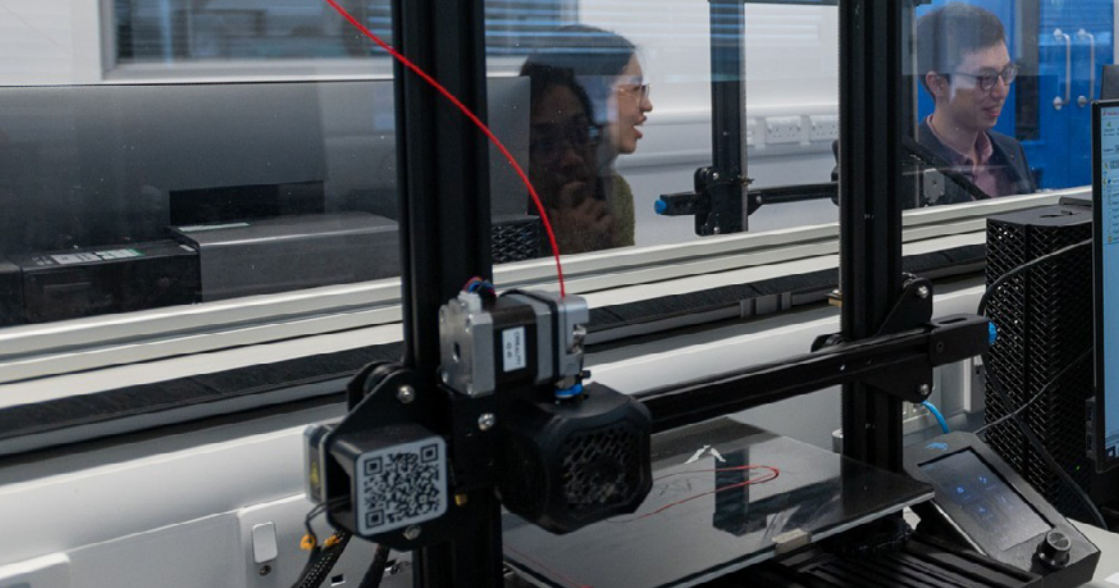*15th Oct* 👤 *16th Oct* 👤 *22nd Oct* 👤
4th Nov 🖥 *21st Nov* 🖥

09.30-12.30

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.

•   How to take control, assess your skills and develop them further.

•   How to approach your supervisory relationship.

•   How to plan and manage your DPhil project.

PODCAST YOUR SCIENCE🧑

Thurs 17th Oct 09.30-16.30

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.

SCIENTIFIC ENTREPRENEURSHIP🧑

17th Oct 24th Oct 31st Oct 7th Nov 14th Nov 21st Nov 28th Nov & 5th Dec 14.00-16.15

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.

All

AN INTRODUCTION TO ANTI-RACIST ALLYSHIP 🖥

Mon 21st Oct 10.30-11.30

We will look at the core concepts of anti-racist allyship including white fragility, white privilege and how our understanding of how these things play out can enable us to become better anti-racist allies.

DPhil

SeedWISE 🧍🖥 🌱 Seed WISE

23rd Oct 🖥 29th Oct 🧍 5th Nov 🖥 12th Nov 🖥 19th Nov 🖥 26th Nov 🖥 & 3rd Dec 2024 🧍

SeedWISE is tailored specifically for women DPhil students who are working in science, technology, engineering and mathematics (STEM).

Women are being urged to pursue careers in STEM subjects, where they often excel, but face a huge disparity in achieving success and leadership roles. SeedWISE has been developed to help address this challenge, bringing together women DPhil students from different STEM disciplines at the University of Oxford to meet with women working in industry and commerce, who face similar challenges. We work closely with industry to build mutual relationships, which aims to benefit women both working and studying in STEM roles.

All

GETTING STARTED IN POLICY ENGAGEMENT 🧍

Wed 23rd Oct *10.00-12.00*

This introductory session, tailored to those new to policy engagement, is designed to support MPLS researchers, DPhil students, and professional services staff, in transforming their motivations for impact into a structured understanding of how to get started in academic-policy engagement.

By the end of this session you will have:

• A better understanding of the differences between policy influence, impact, and engagement.

• An enhanced understanding of the policy process at different levels of government (local, regional, national and international).

• An increased awareness of practical tools and strategies to start creating a policy engagement plan.

All

GROW: BEYOND RisingWISE – SHOWCASING STEM CAREERS 🖥

Wed 23rd Oct *12.30-14.00*

An online session that brings together inspiring alumnae of the RisingWISE programme to share their diverse career journeys in STEM. Learn about their experiences in academia, industry, and entrepreneurship. Discover how they navigated their career paths and find out how you can develop new opportunities within the STEM landscape.

Whether you're considering academia, industry, or launching a start-up, this event will offer valuable insights into the broad possibilities in STEM.

All

GETTING STARTED WITH PUBLIC ENGAGEMENT WITH RESEARCH 🖥

Thurs 24th Oct *14.00-15.00*

Engagement describes the ways in which we can share our research and its value by interacting with wider public audiences, generating mutual benefit.

In this introductory session tailored to those new to engagement, 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, and provide tips on getting started and where to get support.

All

INTRODUCTION TO PRESENTATION SKILLS 🧍

29th Oct *09.30-12.30*

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

IDEAS TO ACTION. EFFECTIVE PUBLIC ENGAGEMENT WITH RESEARCH 🖥

Thurs 31st Oct 13.00-16.00

Ready to bring your engagement idea to life? This 3-hour session is tailored for those looking to explore evidence-based strategies for designing activities/events, apply for PER funding, or get practical tips for organising an activity.

All

GROW: UNDERSTANDING OXFORD'S INNOVATION ECOSYSTEM 👤

Mon 4th Nov 12.00-14.00

Interested in turning your research into a real-world venture? Join us for a special lunchtime session, to find out more about the roles Oxford University Innovation (OUI) and Oxford Science Enterprises (OSE) can play in supporting you on your entrepreneurial path.

Hosted by experts Serena de Nahlik (OUI) and Sanne de Jongh (OSE), this event will help DPhil students and research staff understand the overlap and collaboration between Oxford Science Enterprises and Oxford University Innovation, and how they support entrepreneurial activities at Oxford.

GET THAT GRANT

Tues 5th Nov 09.30-12.30

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. You will hear advice and tips from an experienced grant winner from an MPLS department.

HOW TO DO A CAREER DEVELOPMENT REVIEW, FOR REVIEWERS

Wed 6th Nov 09.30-11.00

Regular meaningful Career Development Reviews are an important part of developing a positive research culture. This session looks at the way in which we can have useful conversations in career development reviews. It examines the blockages to such conversations and how we can overcome them using active listening and coaching techniques. There will be an opportunity to discuss the policy and process surrounding CDRS.

All

RESEARCH DATA MANAGEMENT 👤

Weds 6th Nov *12.30-14.00*

Research data is often at the heart of scientific projects, it's what you spend hours in the lab generating or in the field collecting. It forms the basis of your analysis and underpins your arguments in papers and theses. But how often do you consider how you're managing this vital resource? Is your data secure and backed up? How can you demonstrate its integrity if challenged? Could your research make a greater impact by sharing data? What happens to your hard-won data when your project ends?

Research Data Management (RDM) considers these questions and more. In this session we introduce RDM and the practical skill of developing Data Management Plans to manage your own data successfully.

DPhil

VIVA PREPARATION AND PRACTICE 👤

Thurs 7th Nov *10.00-13.00*

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.

All

HANDS-ON SCIENCE ENGAGEMENT 👤

Thurs 7th Nov *13.00-16.00*

Dive into the world of experiential learning with our immersive course, 'Hands-On Science.' This programme is designed to equip you with the practical skills and insights needed to effectively communicate your research through engaging desktop activities.

Uncover the art of facilitating interactive science demonstrations that captivate and educate. Learn the pivotal elements of event design and planning specifically tailored for public engagement activities.

By the end of this course, you'll not only have a repertoire of engaging activities at your disposal, but you'll also possess the skills to thoughtfully design, execute, and adapt events that leave lasting impressions.

All

BEING AN EFFECTIVE BYSTANDER 🖥

Mon 11th Nov *11.00-12.00*

What does it mean to be an effective bystander? How do we best challenge behaviours and practices which can potentially disadvantage staff and students?

All

SCIENTIFIC WRITING.
CORE SKILLS 👤

12th Nov *09.30-17.00*

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

PROJECT MANAGEMENT. THE ESSENTIALS 👤

Wed 13th Nov 09.30-16.00

The focus of the day will be to provide a practical 'project management toolbox' that you can use in your daily work. During the course you will have the opportunity to manage a project. You will be able to apply the techniques you learn to a project that you bring along.

Topics covered.

- Project initiation.

- Managing stakeholders and risk.

- Time estimation.

- Planning.

All

TELLING STORIES THAT MATTER. COMMUNICATING YOUR RESEARCH THROUGH STORY 👤

Thurs 14th Nov 10.00-16.00

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 • Description

Apply these storytelling and narrative skills to working in the science.

- 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

CULTIVATING RESILIENCE AND SELF-CARE FOR OURSELVES AND OTHERS 🖥

Mon 18th Nov 10.30-11.30

What does it mean to be resilient, what does self-care really mean and how can we best support ourselves and others?

RS

HOW TO PREPARE FOR A CAREER DEVELOPMENT REVIEW, FOR REVIEWEES 👥

Tues 19th Nov 14.00-15.00

A positive Career Development Review conversation can play a really positive role in your professional development. This short practical session will help you understand more about the career context for research staff at Oxford and beyond. It will enable you to identify the skills and abilities that you need to develop and give you guidance on how to enhance them so you are prepared for a useful conversation in your next CDR.

All

COACHING SKILLS FOR LEADERS

Wed 20th Nov 09.30-13.00

TCM SERIES
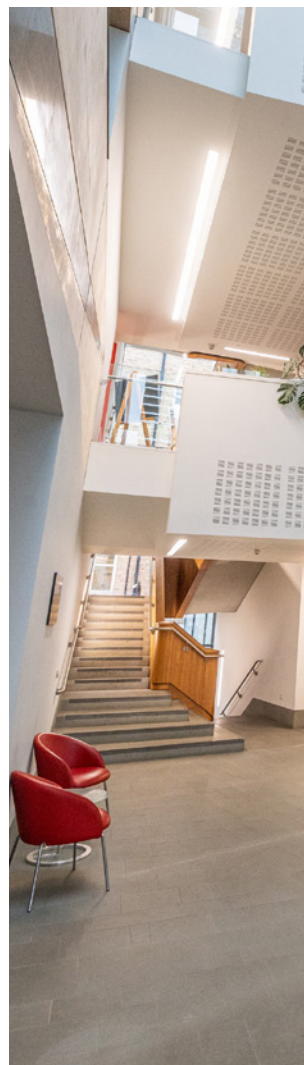The Confident Manager

People & Organisational Development

Coaching is a highly impactful approach to people development and can support individuals to identify goals, gain insights into challenges, consider options and plan actions. Coaching skills are a valuable asset to leaders and managers and can be useful in a range of workplace conversations, such as feedback, delegation and career development reviews. This workshop will introduce key coaching concepts, approaches and skills. We will explore when and how coaching skills can be used to support effective leadership and management practice. Participants will take part in a practice coaching conversation using real-life examples, topics and challenges. This session is delivered in association with People and Organisational Development.

All

TIME MANAGEMENT

20th Nov 10.00-12.00

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. GETTING YOUR PAPER PUBLISHED

Thurs 21st Nov *09.30-17.00*

This course will look at the aspects you need to consider when constructing your paper, 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

THESIS AND REPORT WRITING

Tue 26th Nov *09.30-13.30*

This course covers methods of managing and controlling the process of thesis and report writing, as well as meeting deadlines. It also discusses the principles and practice of high-quality scholarly writing.

All

DIFFICULT CONVERSATIONS AND THE IMPORTANCE OF GIVING AND RECEIVING FEEDBACK ⊟

Tue 26th Nov 10.30-11.30

We will look at the core components of how to give and receive feedback and why not doing this can sometimes lead to avoiding having some conversations. We will identify some clear, practical steps to help people feel more confident in having these potentially more difficult conversations.

All

RESPONSIBLE RESEARCH AND INNOVATION ⚉

Wed 27th Nov 09.30-16.30

Modern research, even that not involving humans or animals directly, can potentially be used in a wide variety of both positive and negative ways. It is the researcher's responsibility to think about, and plan for the potential impact of their work, and how their work can be carried out in an appropriately ethical and responsible manner.

In this course we will discuss a variety of case studies to understand responsible research and innovation principles and practice, and plan our research according to ethical and professional standards, avoiding and mitigating the risks of negative impacts.

All

PUTTING STORIES TO WORK 🖥

Thurs 28th Nov *10.00-13.00*

This session builds on the introductory workshop (Telling Stories that Matter, p.12) and introduces new elements of great storytelling including metaphor, clarity and message. This highly interactive workshop will be based around an example of writing an explainer or news article for the wider, non-specialist public website.

It is highly recommended that you will have already attended the introductory workshop, or equivalent introductory workshops on storytelling. Brief reading material will be provided to ensure you are up to date with the fundamentals of storytelling that are the basis of this workshop.

All

GROW: MEET THE SCIENCE FOUNDERS WITH WILBE 🖥

Wed 4th Dec *12.30-14.00*

Learn how Wilbe supports researchers in transitioning from academia to entrepreneurship, gain insights into building start-ups, and discover resources available to help you avoid common pitfalls.

Whether you're considering spinning out or already exploring entrepreneurial opportunities, this session is designed to inspire and guide you on your journey.

All

LEADING COLLABORATION - BRINGING PEOPLE TOGETHER TO ACHIEVE THE EXTRAORDINARY 🧍

Wed 4th Dec 10.00-15.00

You have brilliant ideas for research collaboration that could have extraordinary outcomes. But how will you engage the people you are relying on?

Collaborations can be rewarding or draining, depending on how well people connect. In this course we look at what neuroscience has taught us about how to collaborate. You will make sense of why some of your collaborations have felt great to be part of, while others have been a drag. You will diagnose problems with collaborations you are part of and find practical solutions for improving them. Leave with a clear model for improving all collaborations you are involved in.

All

INTERVIEWING FOR PODCASTS 🖥

Thurs 5th Dec 09.30-12.30

You are behind the mic, ready to record your first podcast ... but wait! What do you ask? This hands-on training session helps you navigate the world of podcast interviews. The session will cover preparing for interviews, creating a question line, finding your authentic voice and active listening.

Participants will be paired up and asked to conduct short interviews with a fellow participant which will be recorded over Zoom. As a group we'll listen back to them and workshop the interviews for constructive feedback.

This course is aimed at anyone looking at working on interviewing skills as a presenter but is also useful to those asked to be a guest on a podcast.

COURSE *feedback*

MPLS Training and Development 2023/24 Academic Year

Course Attendances*
1,763
staff and students from any division

Course Offered
94

Average Course Rating
87%

Participant Quotes

"THIS COURSE HELPED ME VIEW THE VIVA AS A POSITIVE EXPERIENCE."
Participant, Viva Practice and Preparation

"I CANNOT RECOMMEND THE COURSE HIGHLY ENOUGH."
Medical Sciences Postdoc, Scientific Entrepreneurship

"I FEEL THAT MANY THINGS HAVE BEEN DEMYSTIFIED ABOUT THIS WORK, SO MANY THANKS."
Participant, Podcast Your Science

"I APPRECIATE ALL OF THE DIFFERENT STRATEGIES AND A BETTER COMPREHENSION OF THE ... ISSUES BEHIND SOME ASPECTS."
Participant, Time Management

"A PHENOMENAL PROGRAMME THAT ALLOWED ME TO ESTABLISH CONNECTIONS... AND EXPLORE DIFFERENT CAREER PATHWAYS."
DPhil, SeedWISE

MPLS MICHAELMAS TERM TRAINING TIMETABLE

DATE	TIME	EVENT
Wed 9th Oct	12.00-14.00	Optimise Your Time at Oxford
Tue 15th Oct	09.30-12.30	Your Successful DPhil
Wed 16th Oct	09.30-12.30	Your Successful DPhil
Thurs 17th Oct	09.30-16.30	Podcast Your Science
Thurs 17th Oct	14.00-16.15	Scientific Entrepreneurship
Mon 21st Oct	10.30-11.30	An introduction to anti-racist allyship
Tues 22nd Oct	09.30-12.30	Your Successful DPhil
Wed 23rd Oct	10.00-12.00	Getting Started in Policy Engagement
Wed 23rd Oct	12.30-14.00	GROW series - Beyond RisingWise – showcasing STEM careers
Wed 23rd Oct	16.00-17.00	SeedWISE Online Induction
Thurs 24th Oct	14.00-15.00	Getting Started with Public Engagement with Research
Thurs 24th Oct	14.00-16.15	Scientific Entrepreneurship
Tue 29th Oct	09.30-12.30	Intro Presentation Skills
Tue 29th Oct	14.00-17.00	SeedWISE in-person kick-off
Thurs 31st Oct	13.00-16.00	Ideas to Action
Thurs 31st Oct	14.00-16.15	Scientific Entrepreneurship
Mon 4th Nov	09.30-12.30	Your Successful DPhil
Mon 4th Nov	12.00-14.00	GROW - Understanding Oxford's Innovation Ecosystem
Tues 5th Nov	09.30-12.30	Get that Grant
Tues 5th Nov	16.00-17.30	SeedWISE 3
Wed 6th Nov	09.30-11.00	How to do a Career Development Review, for reviewers
Weds 6th Nov	12.30-14.00	Research Data Management
Thurs 7th Nov	10.00-13.00	Viva Preparation and Practice
Thurs 7th Nov	13.00-16.00	Hands-on Science Engagement
Thurs 7th Nov	14.00-16.15	Scientific Entrepreneurship
Mon 11th Nov	11.00-12.00	Being an Effective Bystander
Tue 12th Nov	09.30-17.00	Scientific Writing. Core Skills
Tue 12th Nov	16.00-17.30	SeedWISE 4
Wed 13th Nov	09.30-16.00	Project Management. the essentials
Thurs 14th Nov	10.00-16.00	Telling Stories that Matter
Thurs 14th Nov	14.00-16.15	Scientific Entrepreneurship
Mon 18th Nov	10.30-11.30	Cultivating resilience and self-care for ourselves and others
Tues 19th Nov	14.00-15.00	How to prepare for a Career Development Review, for reviewees.
Tue 19th Nov	16.00-17.30	SeedWISE 5
Wed 20th Nov	09.30-13.00	Coaching Skills for Leaders
Wed 20th Nov	10.00-12.00	Time Management
Thurs 21st Nov	09.30-17.00	Scientific Writing. Getting Your Paper Published
Thurs 21st Nov	09.30-12.30	Your Successful DPhil
Thurs 21st Nov	14.00-16.15	Scientific Entrepreneurship
Tue 26th Nov	09.30-13.30	Thesis & Report Writing
Tue 26th Nov	10.30 -11.30	Difficult Conversations and the importance of giving and receiving feedback
Tue 26th Nov	16.00-17.30	SeedWISE 6
Wed 27th Nov	9.30-16.30	Responsible Research and Innovation
Thurs 28th Nov	10.00-13.00	Putting Stories to Work
Thurs 28th Nov	14.00-16.15	Scientific Entrepreneurship
Tue 3rd Dec	14.00-17.00	SeedWISE in-person wrap-up session
Wed 4th Dec	10.00-15.00	Leading Collaboration
Wed 4th Dec	12.30-14.00	GROW online - Willbe meet the founders
Thurs 5th Dec	09.30-12.30	Interviewing for Podcasts
Thurs 5th Dec	14.00-16.15	Scientific Entrepreneurship

ALL DPHIL RESEARCH STAFF