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Starting PGR in Humanities

UoM Researcher Development

Welcome this session will begin at 13:00

ResearcherDevelopment@Manchester

Supporting researchers to thrive and promoting a positive, inclusive research culture

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By the end of the course you should be better able to:

- Explore the skills and experiences you might want to develop during your PGR degree
- Identify what is needed to meet key year 1 milestones
- Consider different approaches to managing your research
- Identify the important relationships in your doctoral studies

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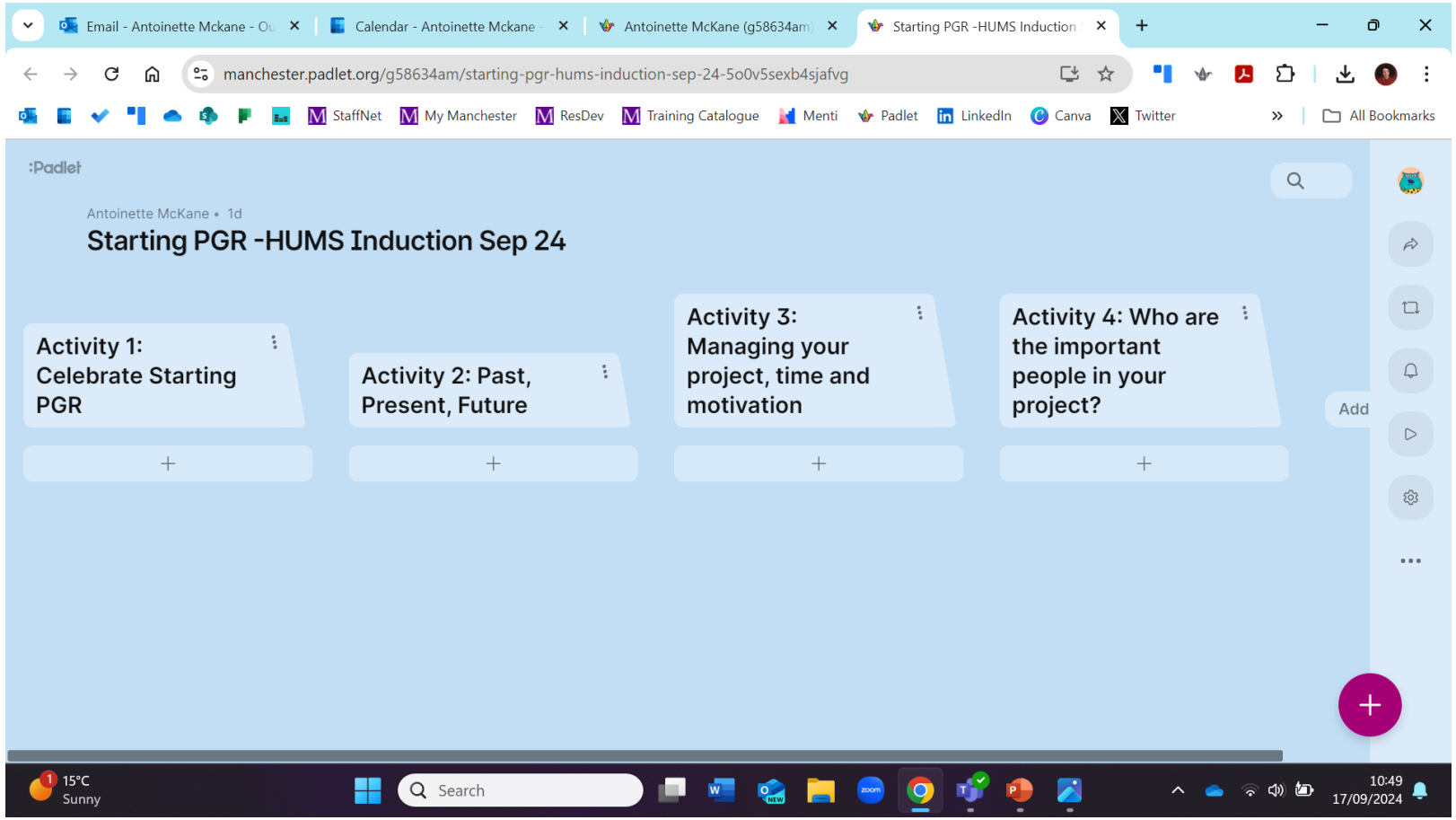
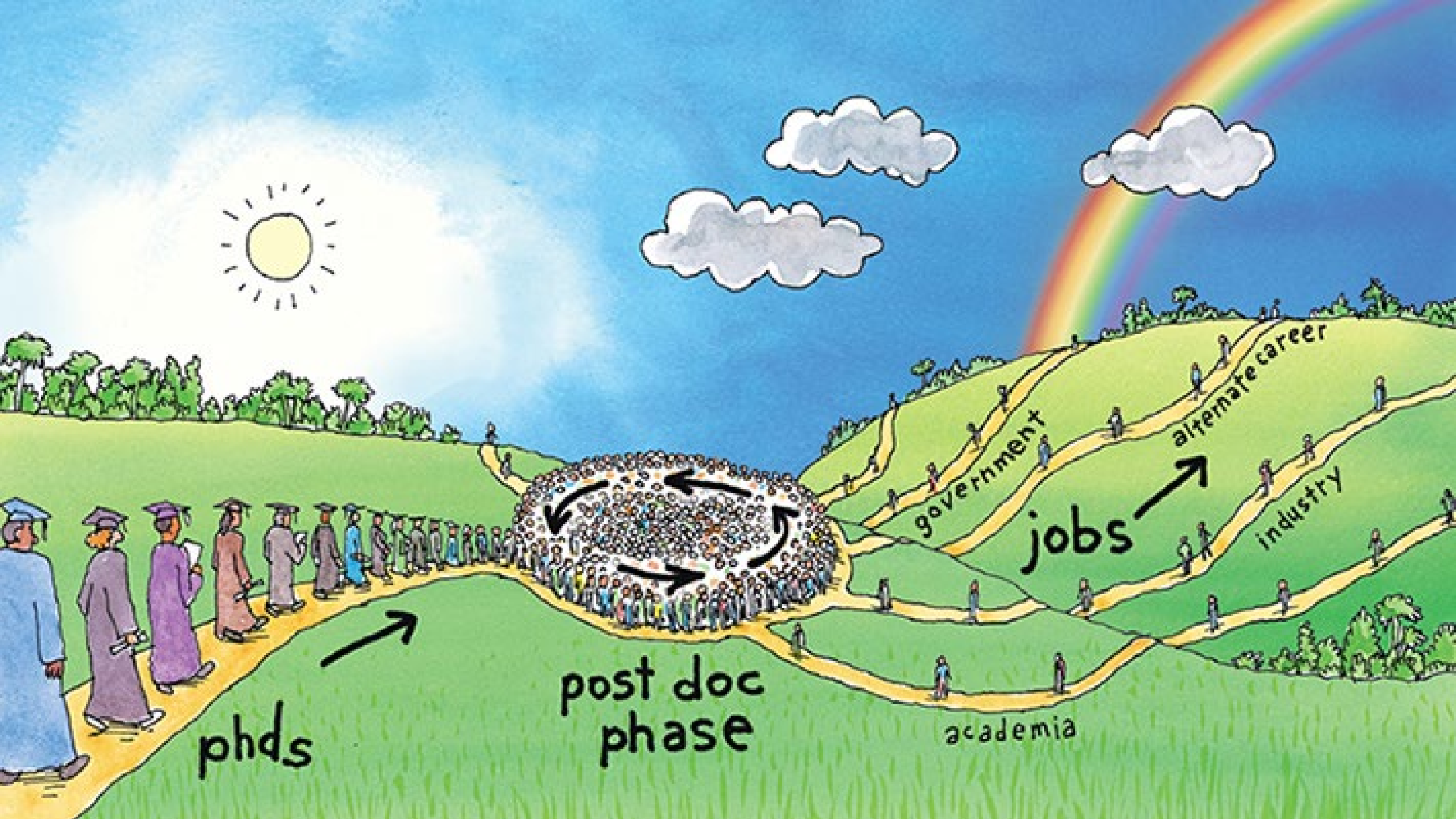
Padlet

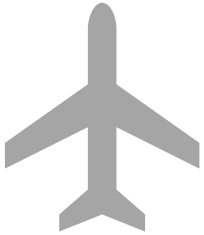



phds
post doc
phase
academia
jobs
government
industry
alternate career

The PGR journey

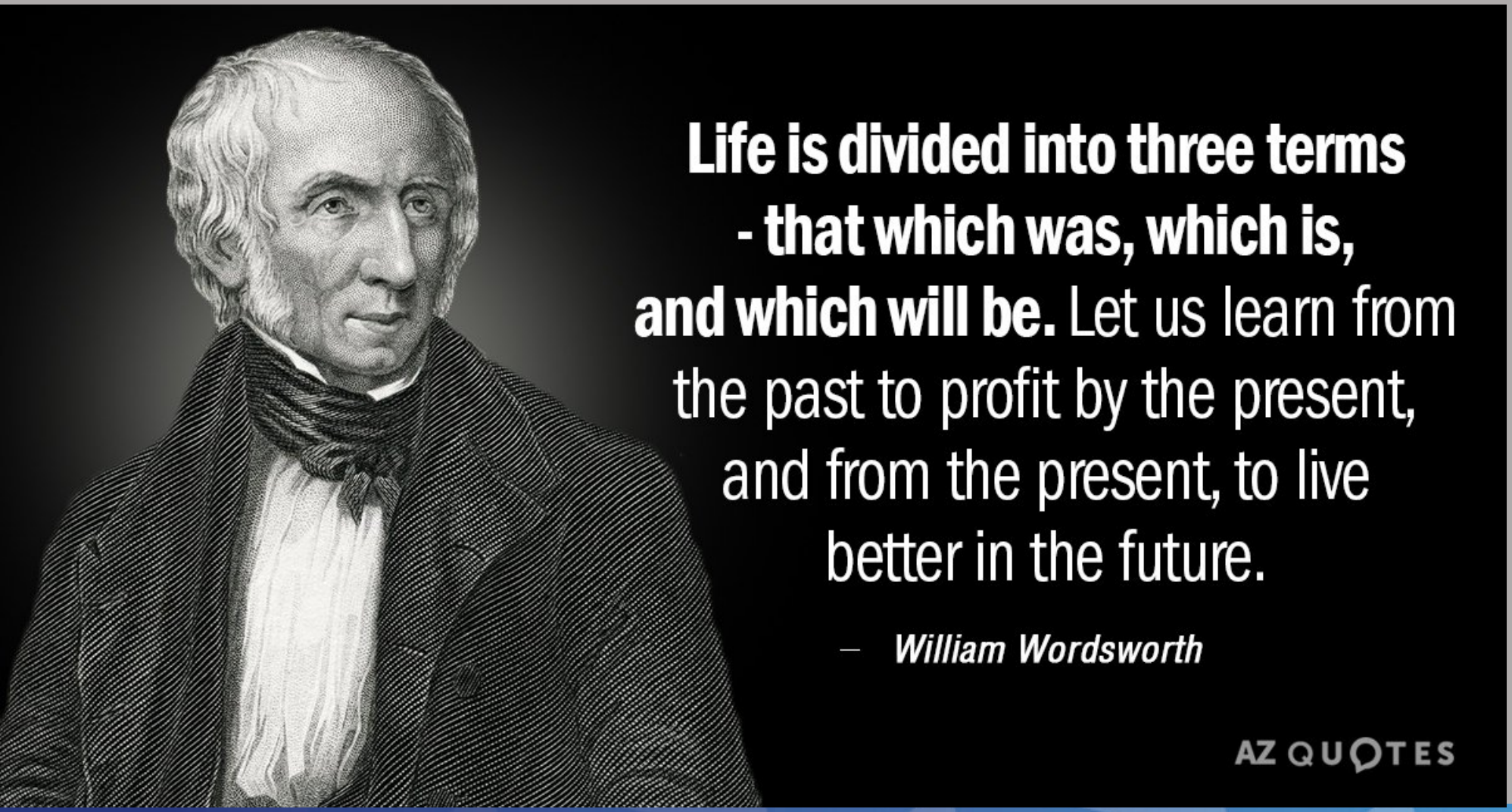
1. Identify your destination

2. Plan your route



3. Travelling companions

1. Identify your destination



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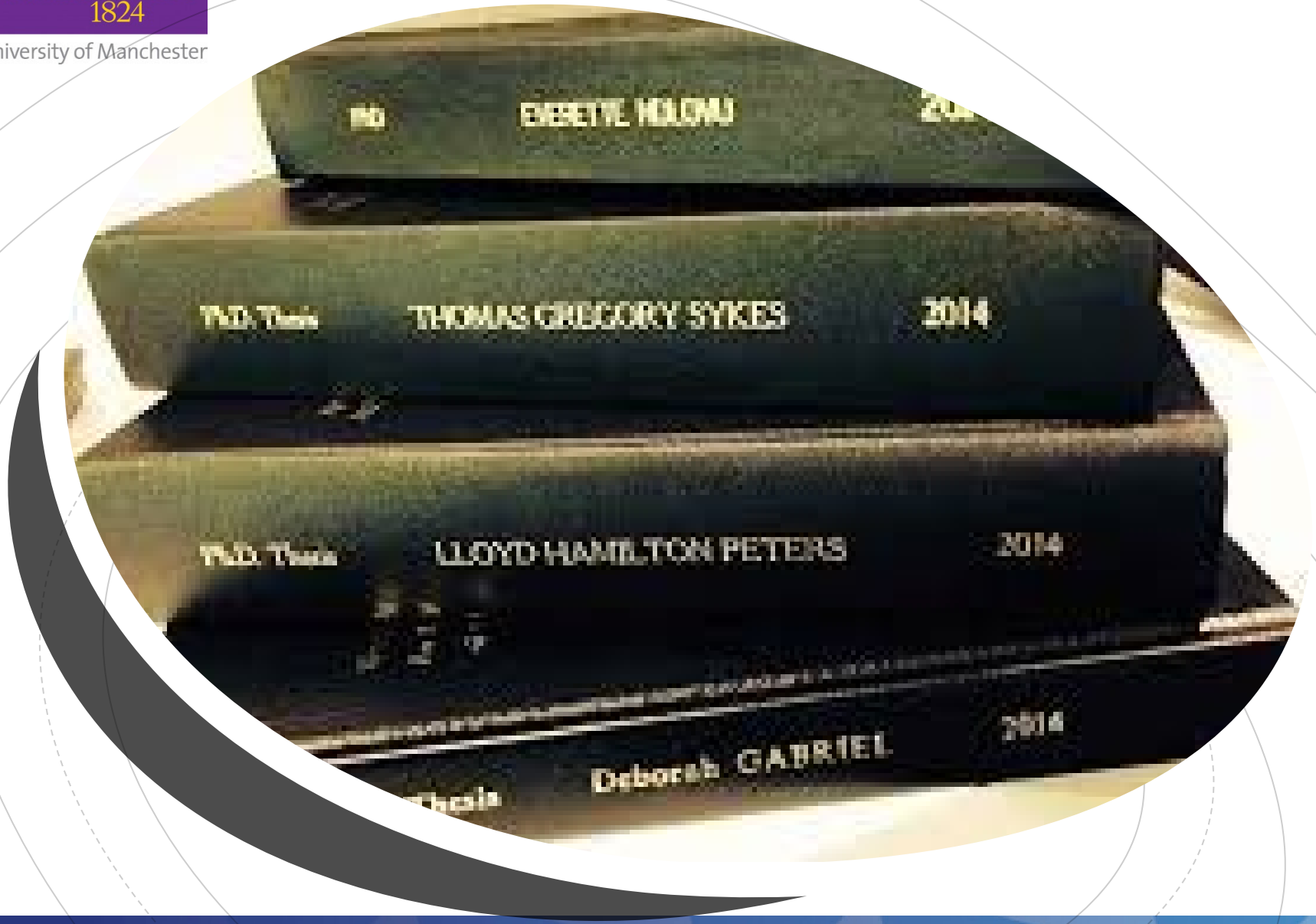

Start with the end in mind

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PhD/Doctoral criteria

"The Degree of Doctor of Philosophy (PhD) is awarded by the University in recognition of the **successful completion of a period of supervised research and training**, the results of which show convincing evidence of the **capacity of the candidate to pursue research and scholarship** and make an **original contribution** and substantial addition **to knowledge**. The results of this research shall then be embodied in a **thesis or other appropriate form** and must contain material of a standard appropriate for **peer-reviewed publication**."

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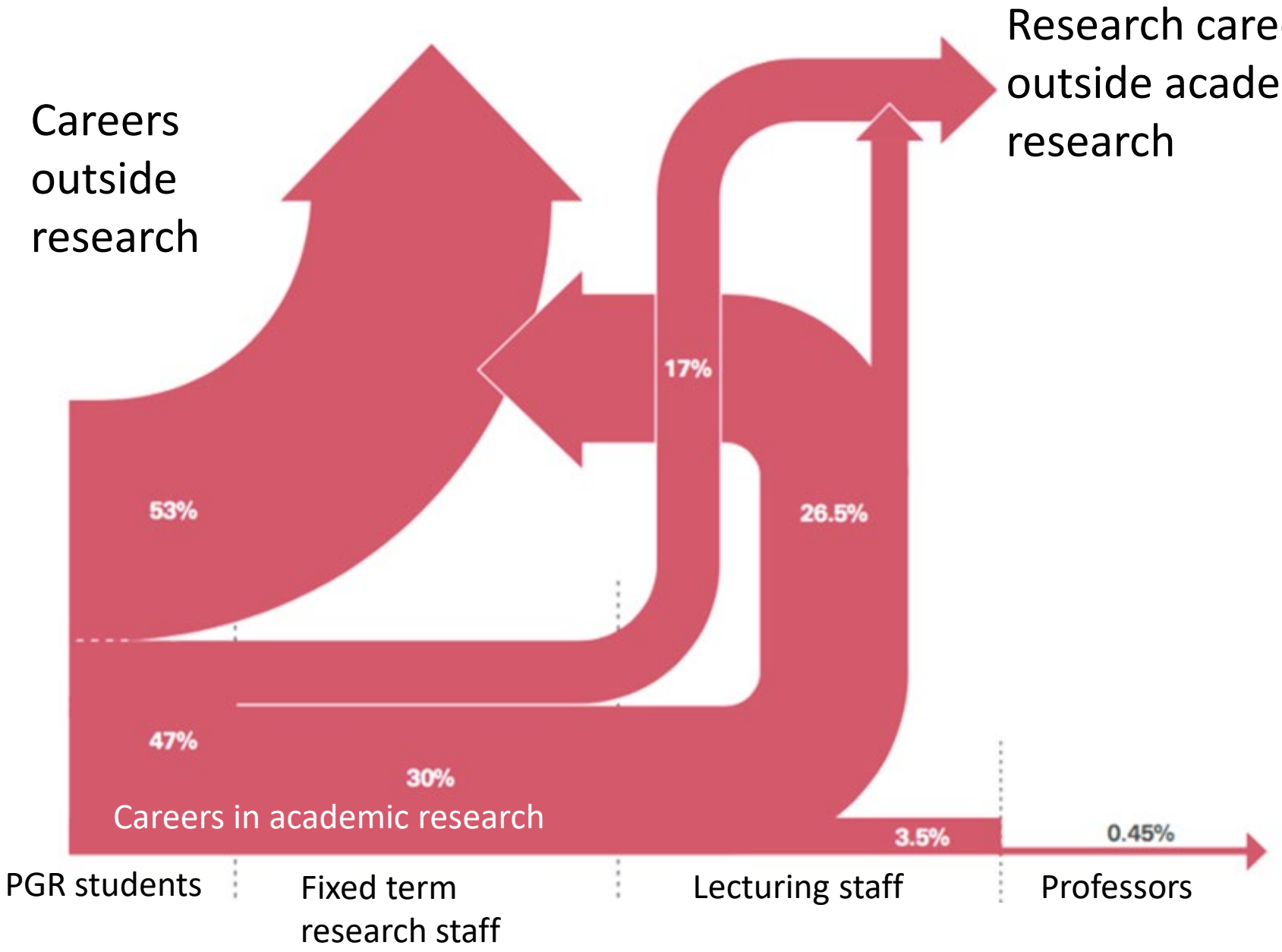
MPhil criteria

The Degree of Master of Philosophy (MPhil) is awarded by the University in recognition of the **successful completion of a period of supervised research and training**, the results of which show convincing evidence of the **capacity of the candidate to pursue research and scholarship** and represent **original work that is appropriately located by the candidate within a wider field of knowledge and investigation**. The results of this research shall then be embodied in a **thesis or other appropriate form**.

Career paths of researchers



Careers Service
Postgraduates
Research postgraduates
Build the foundations of your career

Research postgraduates – current and recent

All our careers staff are experienced in supporting our research postgraduates.

We recognise that your experience and career ambitions are different from our undergraduates and taught postgraduates, and tailor our support accordingly.

Whether you're hoping to use your research outside academia, progress within academia or do something quite different, we have resources and people to help you manage and develop your next career step.

What can we help you with?

Career planning

Today's world needs the highly developed skills, experience and insights which a research degree can bring, whether you see your future in the world beyond academia or have the strategic focus and achievements to make it as an academic.

Look out for events throughout the year linking you to our alumni, including School and Faculty events, and our Meet the Professionals programme

Other excellent sources of PhD-specific career options include:

- PhD Careers

Activity 1: Celebrate Starting PGR

- What motivates you to complete a PGR degree?
- What do you find interesting about your research topic?
- What opportunities do you hope doctoral study will offer?

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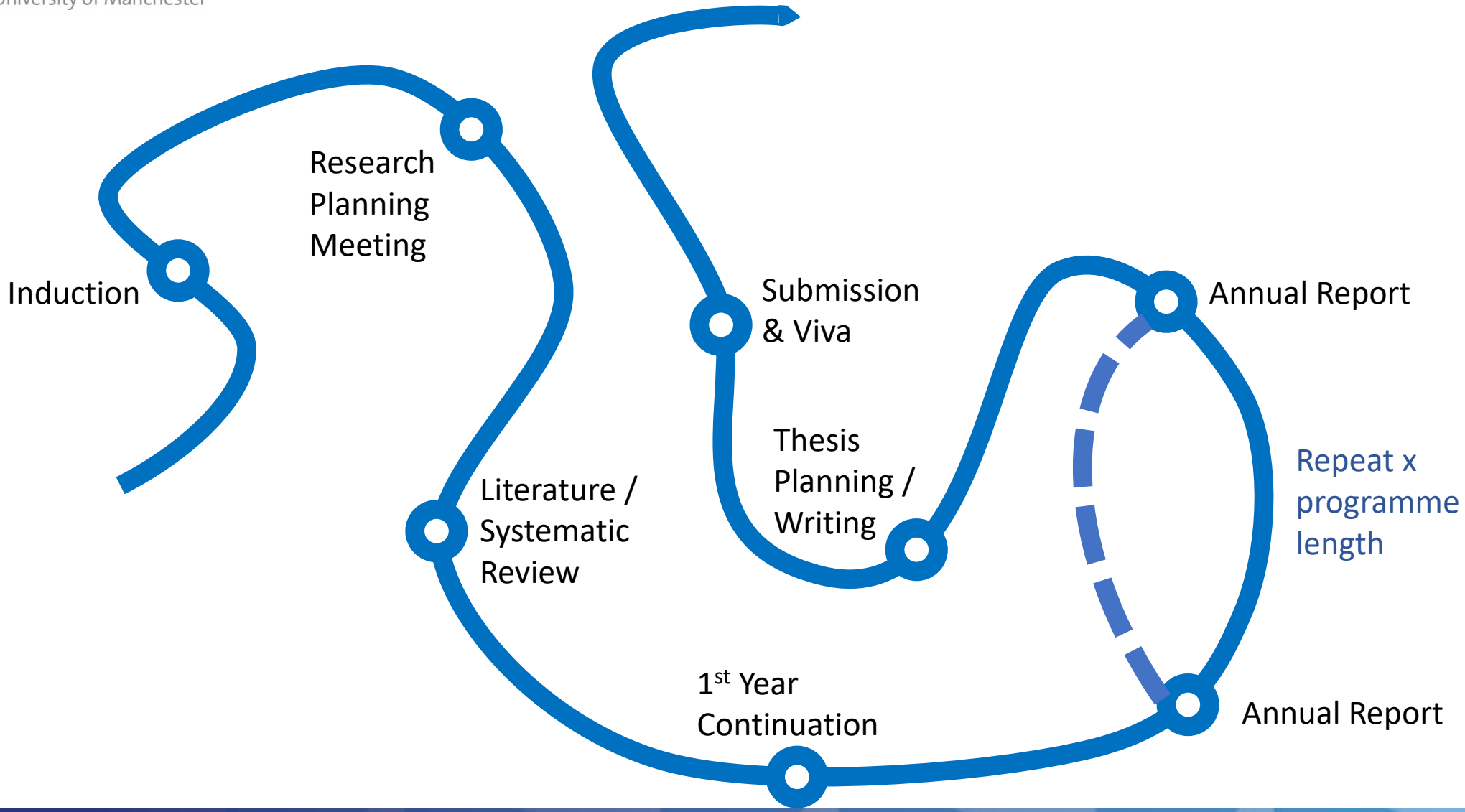
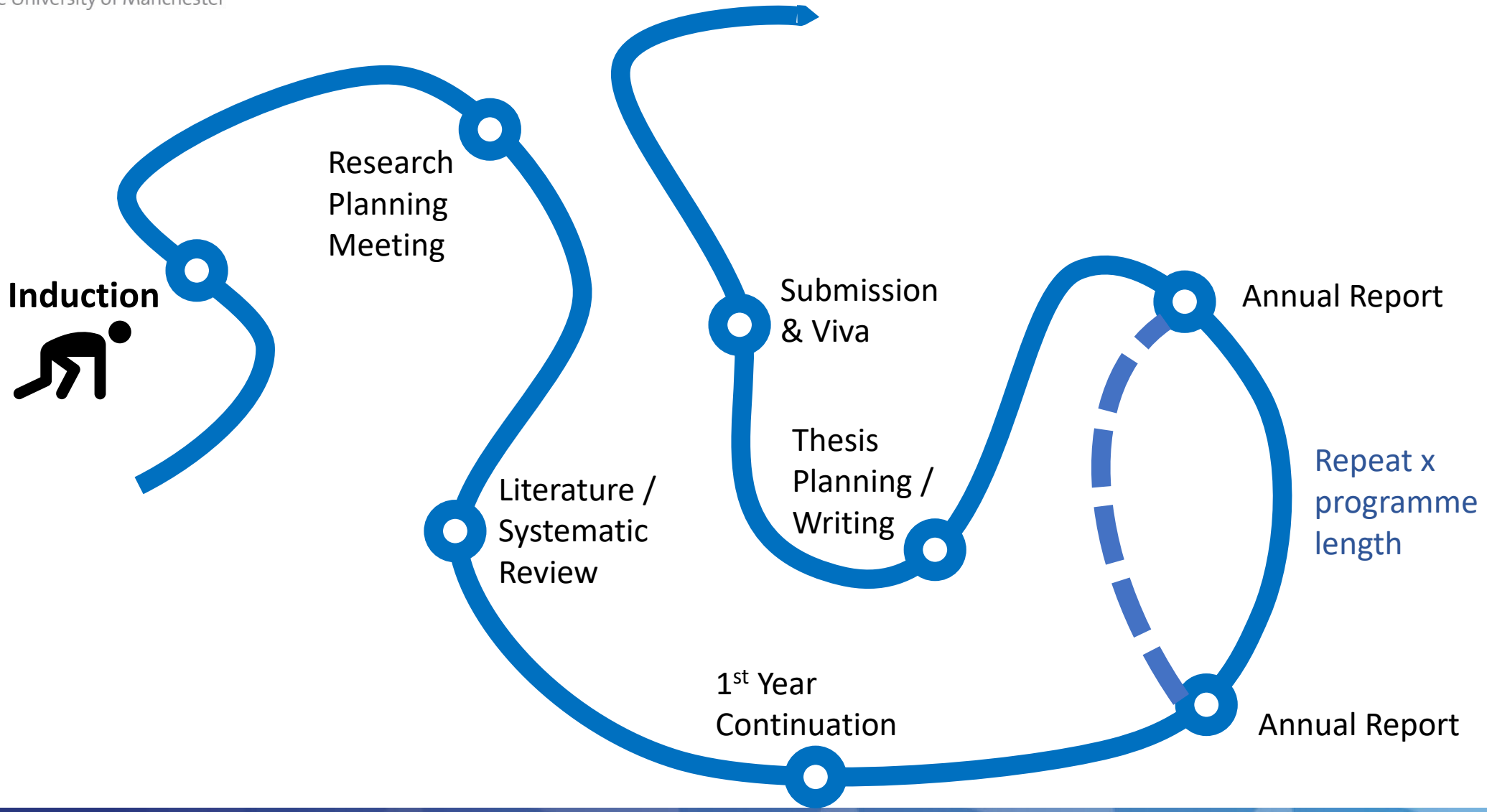
2. Plan your route

What are the key milestones on your journey to achieving a UoM doctorate?

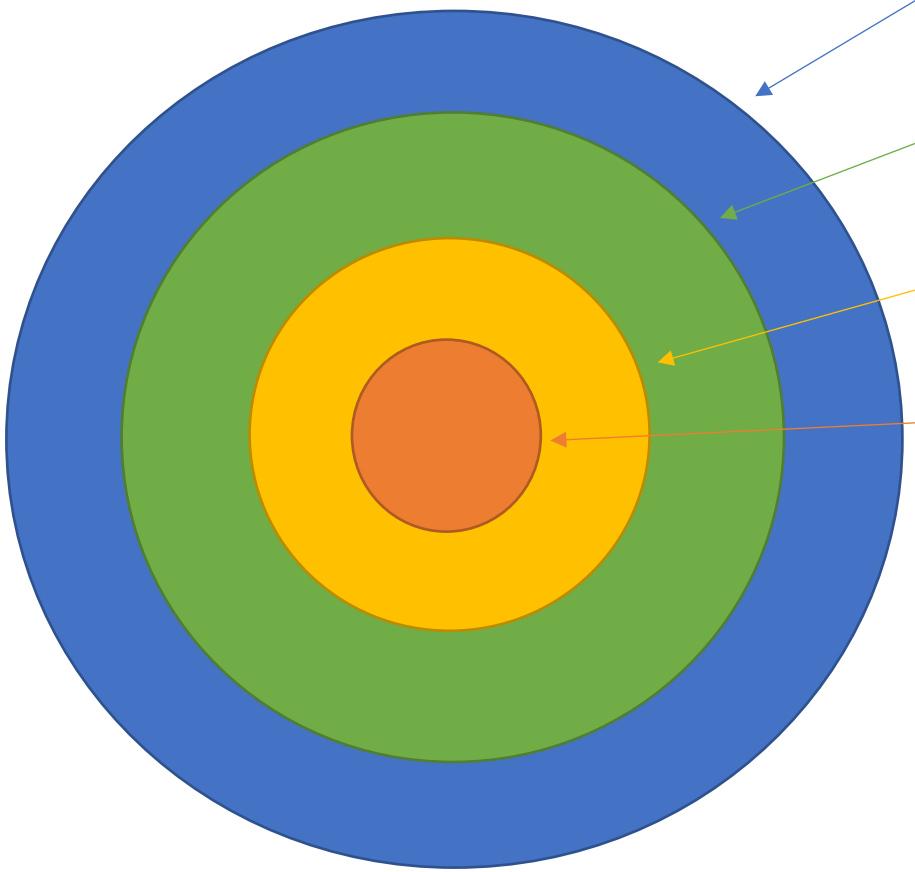
Key milestones: what to expect



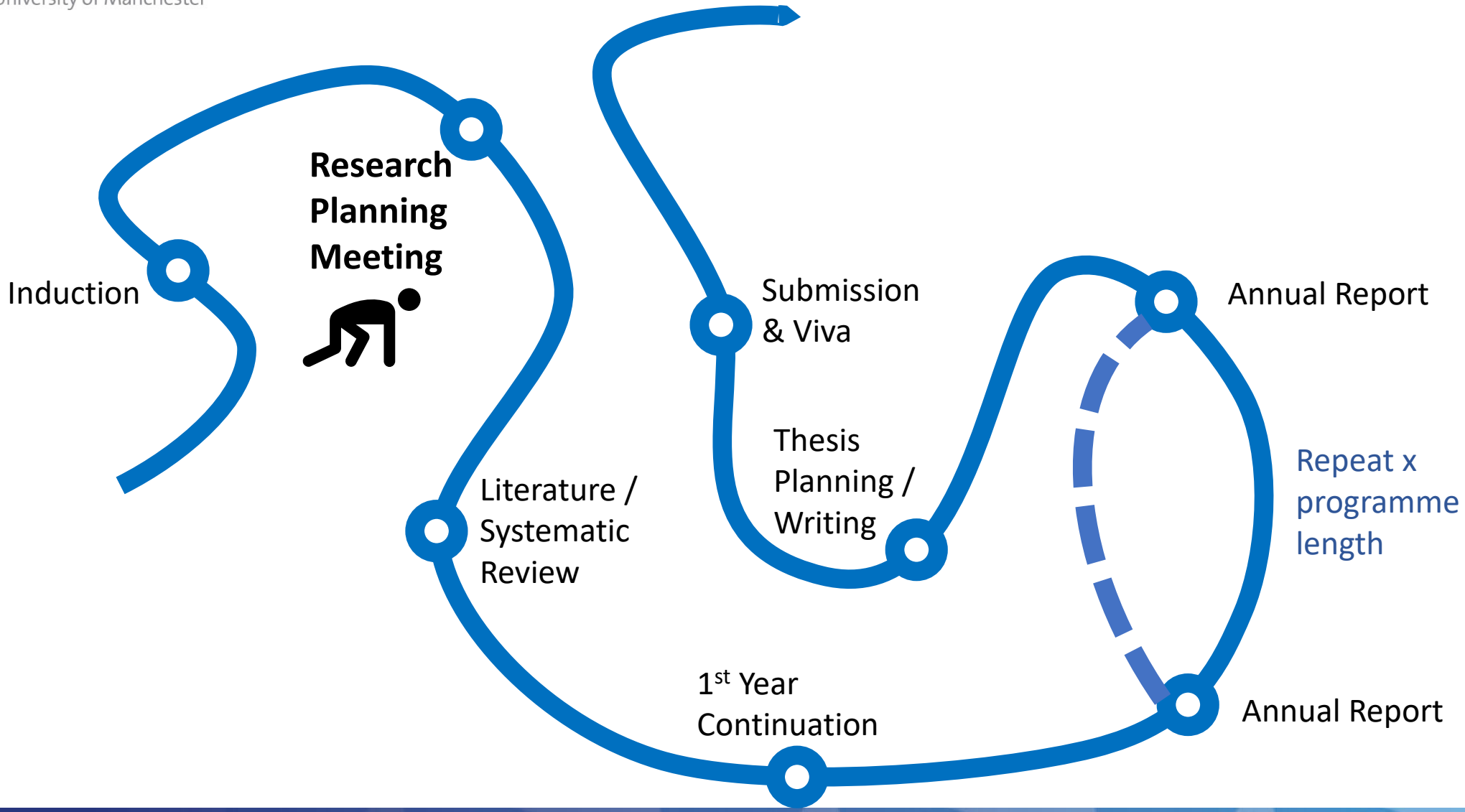
Key milestones



Induction



Key milestones

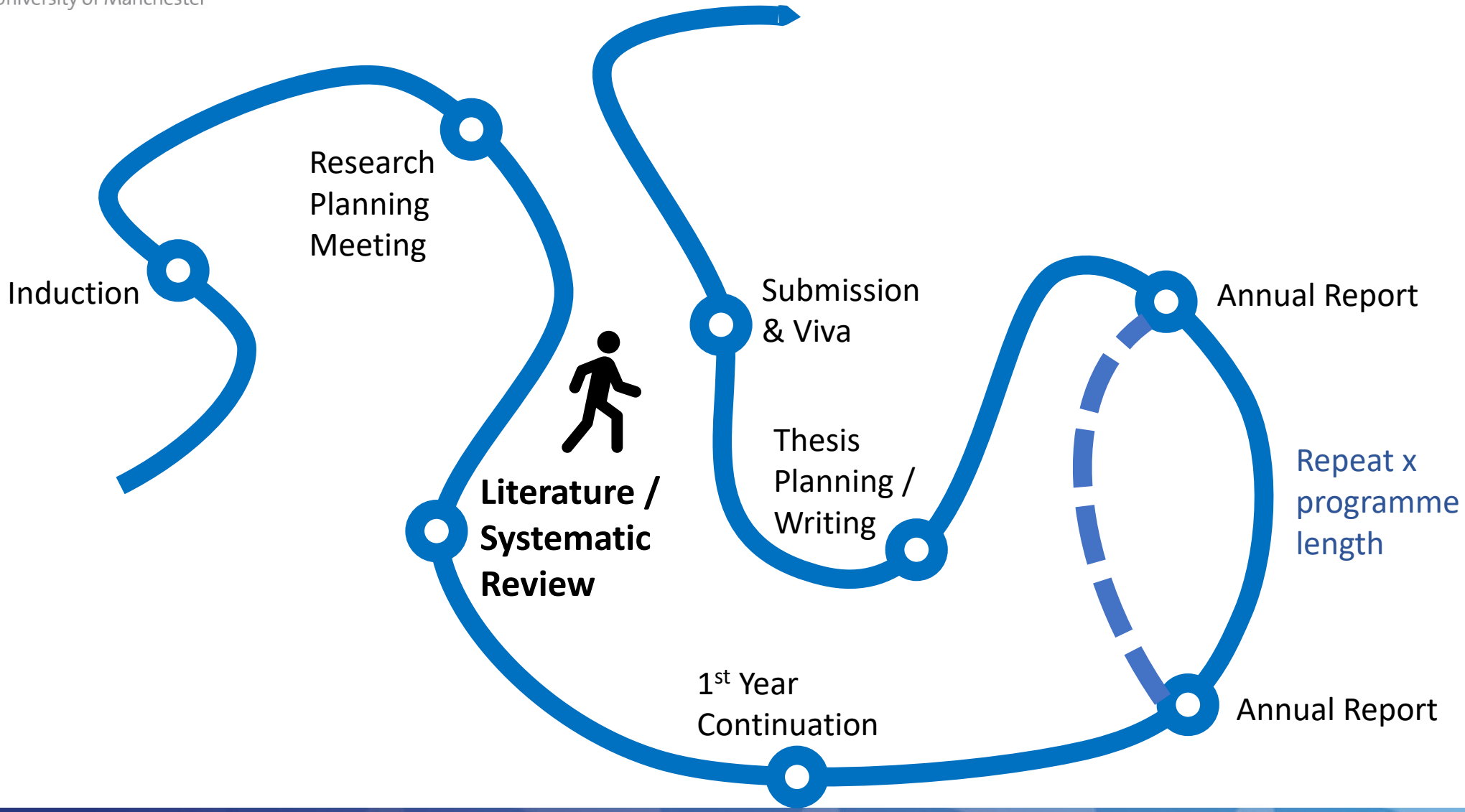


Research planning meeting

Ideas of suitable topics to discuss:

- **How to research**: methodologies; planning; technical training; your ideas; how to explore the literature
- **How to do meetings**: scheduled; agenda; minutes; agreed actions; time-bound commitments
- **Support available**: research training; day-to-day advice; broader training needs; career development; wellbeing and mental health

Key milestones



Literature/Systematic Review

- The literature review contextualises your research into existing studies
- By doing a literature review you show how you are grounding your research in good practice, whilst also adding something new to the field of study

Support:

Writing an effective Literature Review in Humanities

Introduction to writing for Humanities

Key milestones

1st Year Annual Review
Making Sure You're on the Right Track

The aims of the review are:

1. To assess the progress of the student and provide confidence that they are capable of completing the research degree on time:

- Research competence
- ability to interpret research material within the context of the field
- the viability of the project and the future plan

1st Year Annual Review
Making Sure You're on the Right Track

The aims of the review are:

2. To provide training in writing and the communication of research ideas to fellow researchers and feedback on this.

3. To allow the opportunity to practice for a final viva.

Support:

Preparing for annual review in Humanities

- [x] Identify what is needed to meet key year 1 milestones

Activity 2: Past, Present, Future

- What past experiences can you draw on to enable you to succeed with your research programme?
- What **one thing** can you do right now to set yourself up for success in the first year?
- What will you need to do in the future to successfully achieve your PGR degree?

Explore the skills and experiences you might want to develop during your PGR degree

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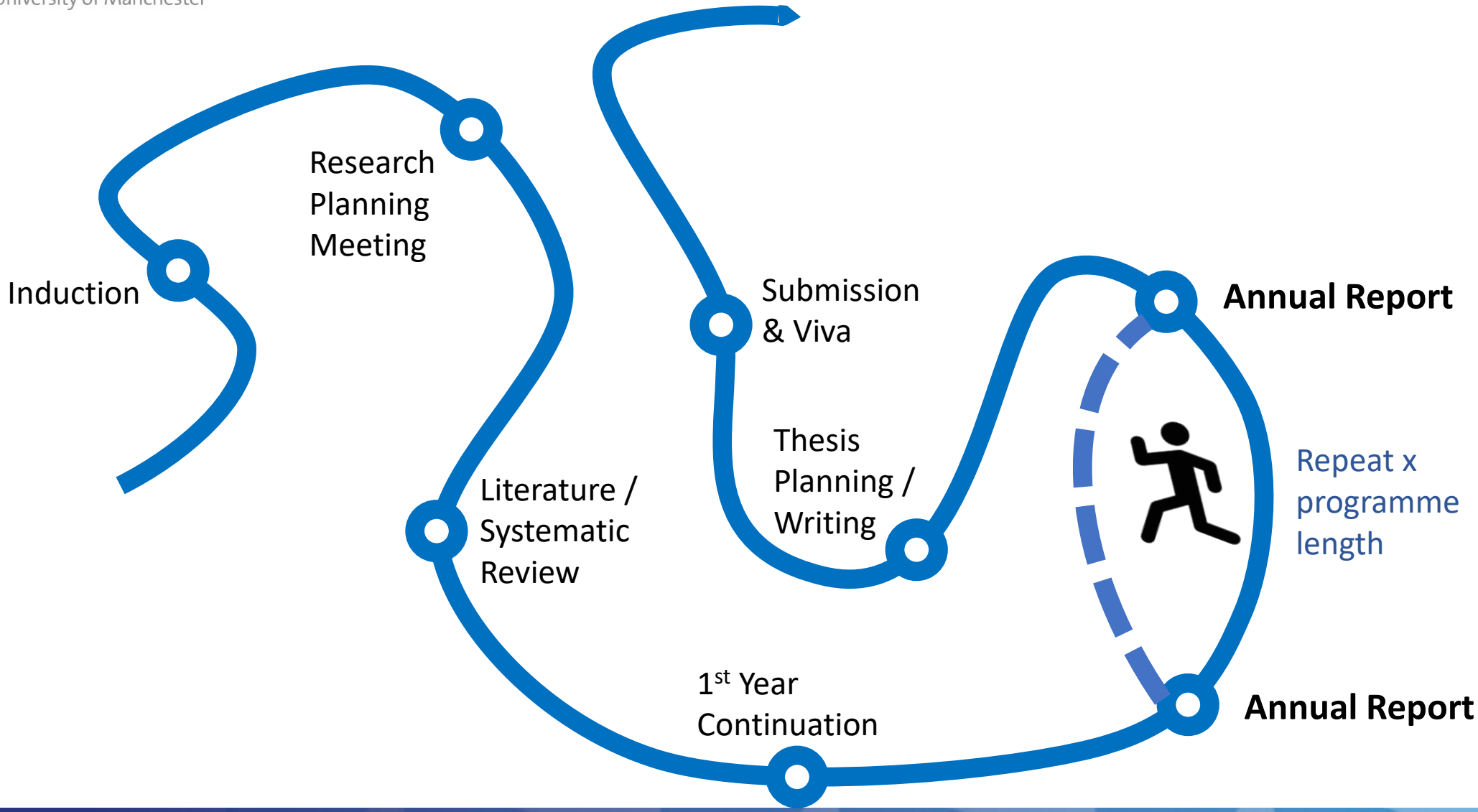
BREAK

After the break:

- Beyond year 1 milestones
- Planning to succeed
- The important people in your (doctoral) life

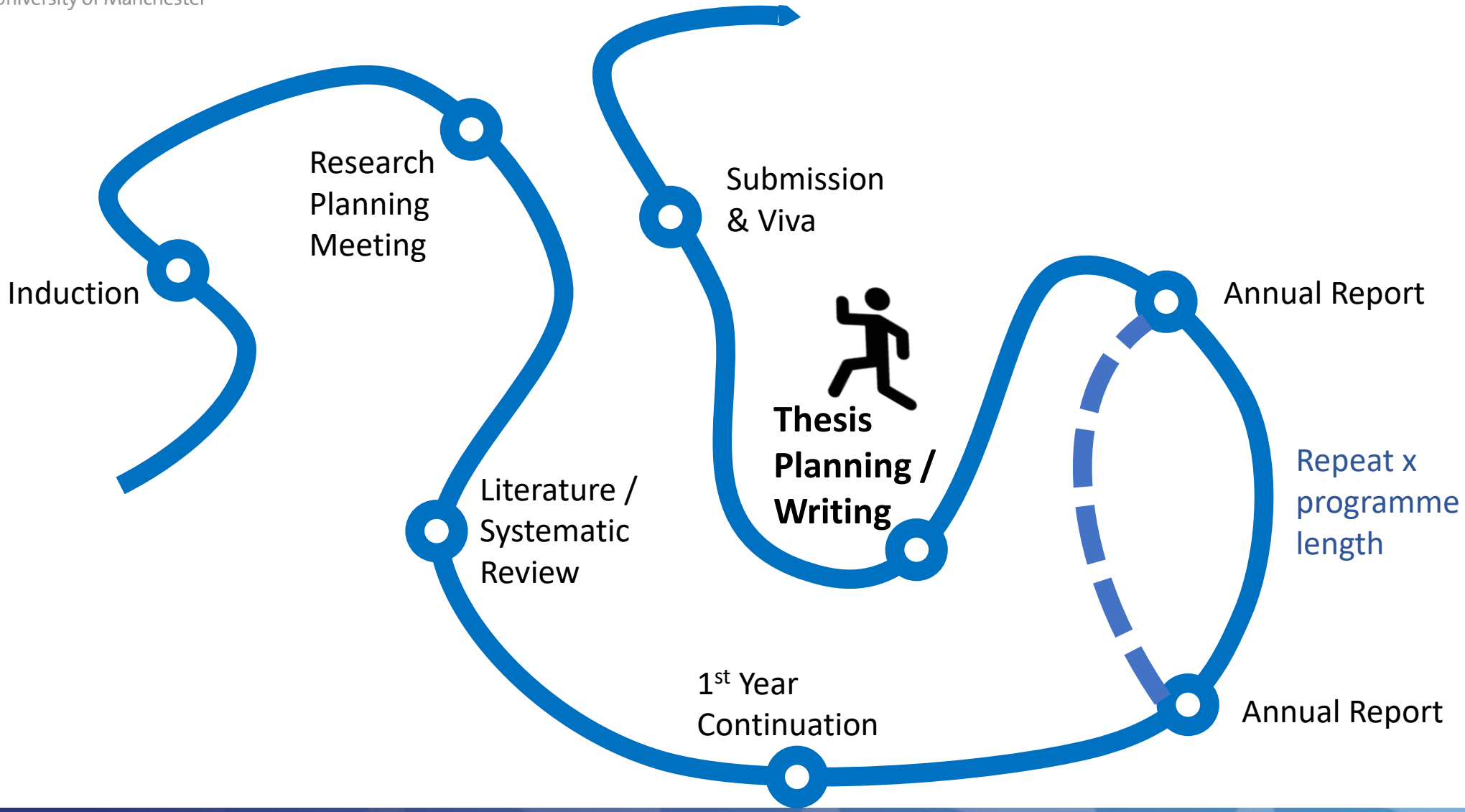
Key milestones: what to expect



Yearly reports

- Annual reporting is one way to ensure that your research is on-track
- Report formats will vary based on local recommendations, so ask your supervisor

Key milestones: what to expect



Developing a Writing Habit

1. Write daily (every work day)
2. Set time aside to write
3. Write even if you don't feel like it

Support:

Introduction to writing for Humanities (UCAE)

Shut up and write! (Library – My Research Essentials)

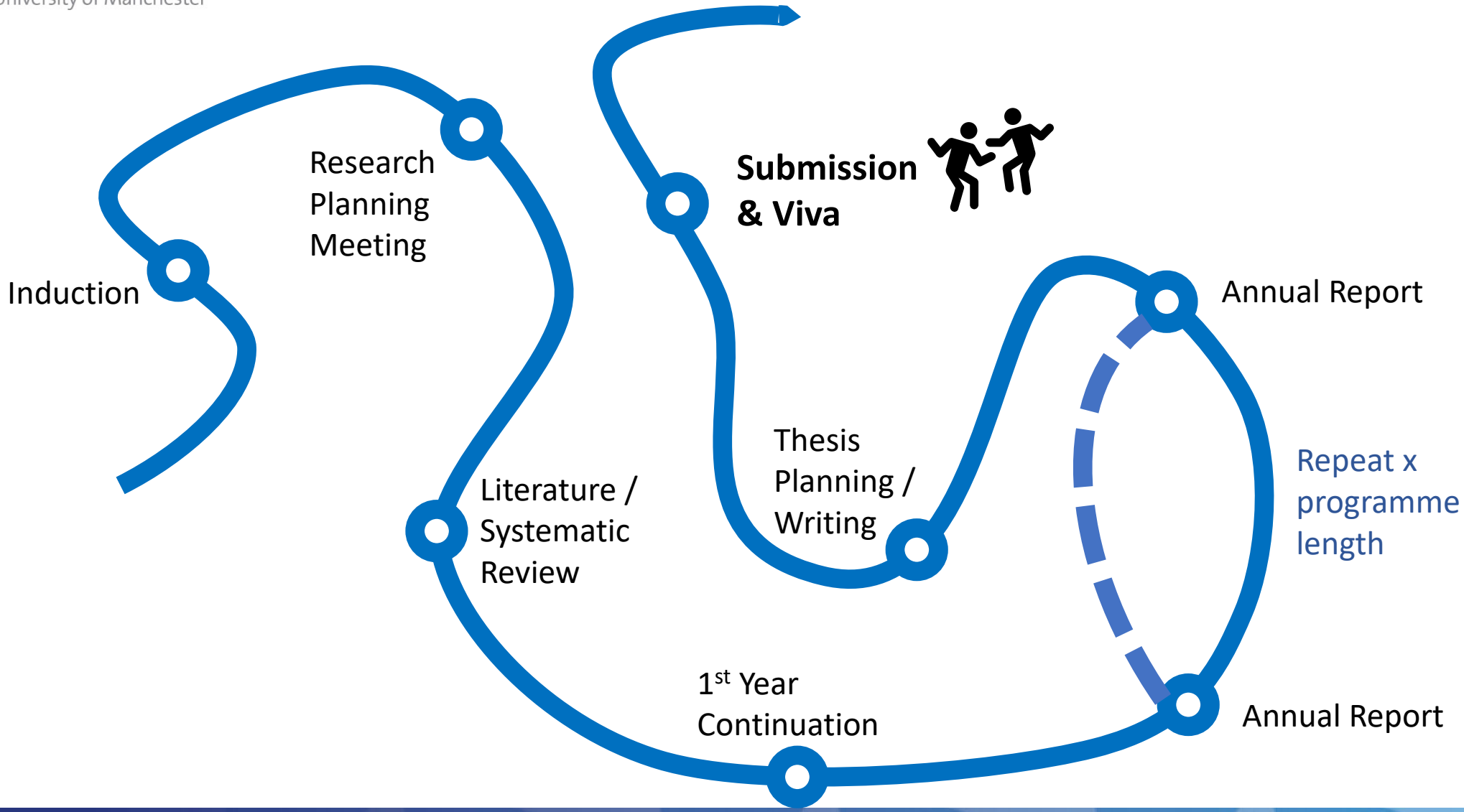
Later in your PGR Journey:

Planning and Writing your Thesis

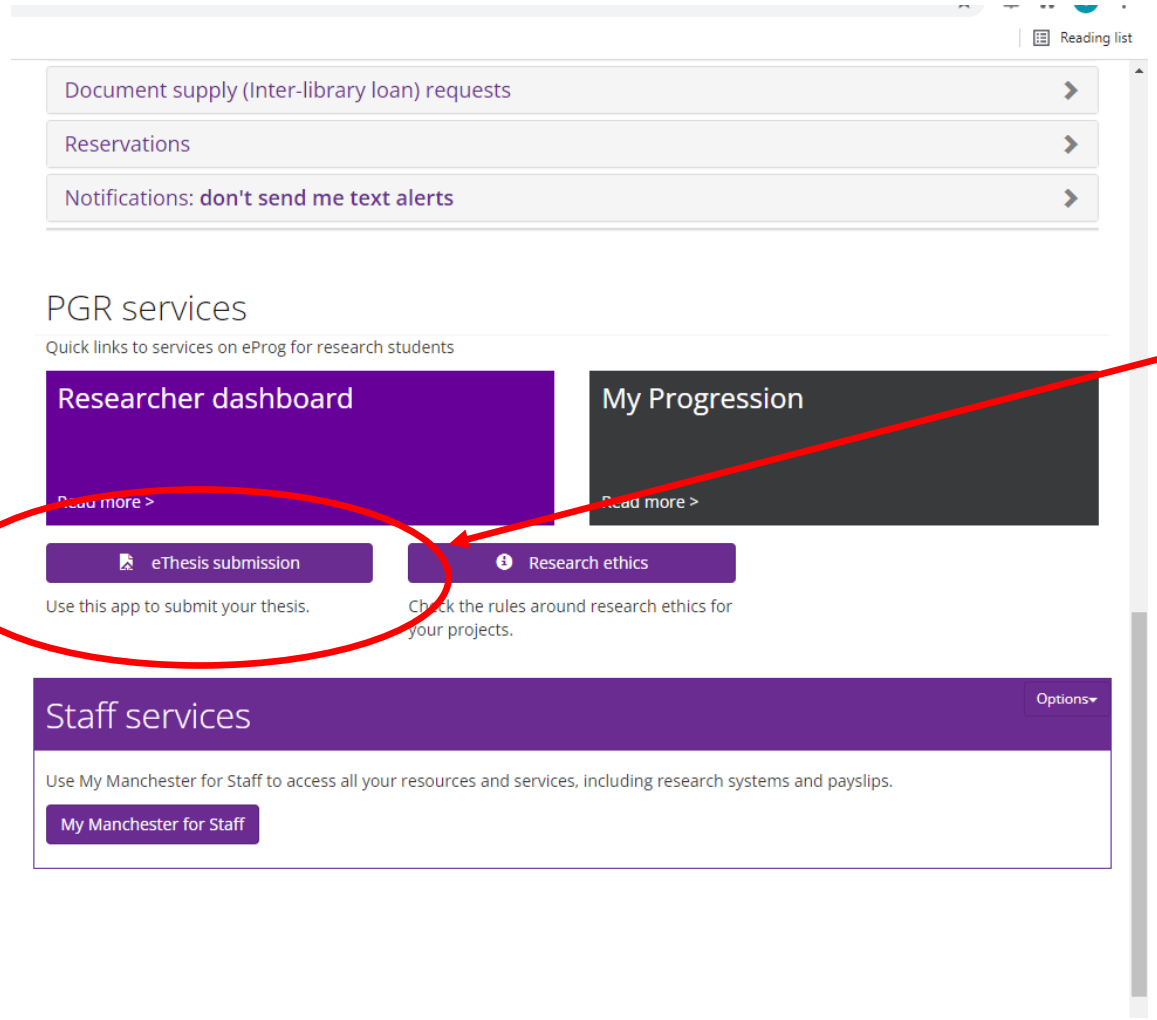
Preparing for your Viva

Practical Viva Preparation

Key milestones: what to expect



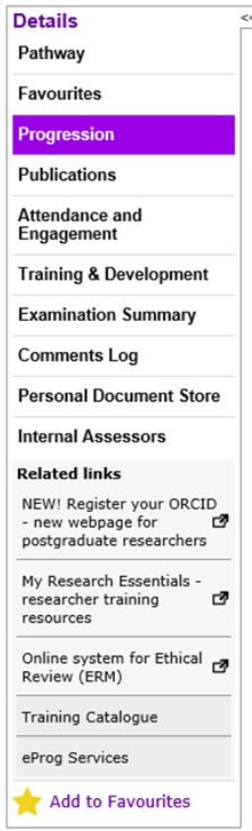
Submission and viva



Currently E-thesis submission in My Manchester, but changes are planned

Everything you need to know (Library):
www.library.manchester.ac.uk/services/research/etheses

Keeping on track: eProg



Progression

Mr [redacted]

A student's progression displays all the milestones, researcher development and any taught units for which the student is registered and the completion status of the student for each activity. The unit code links to a profile of the activity and, where the viewer has permission, it may be possible to access the content of forms associated with the activity.

An Additional Meeting Form is available to record the outcome of any meetings between a student and a member of their supervisory team other than those prescribed on the student's progression record.

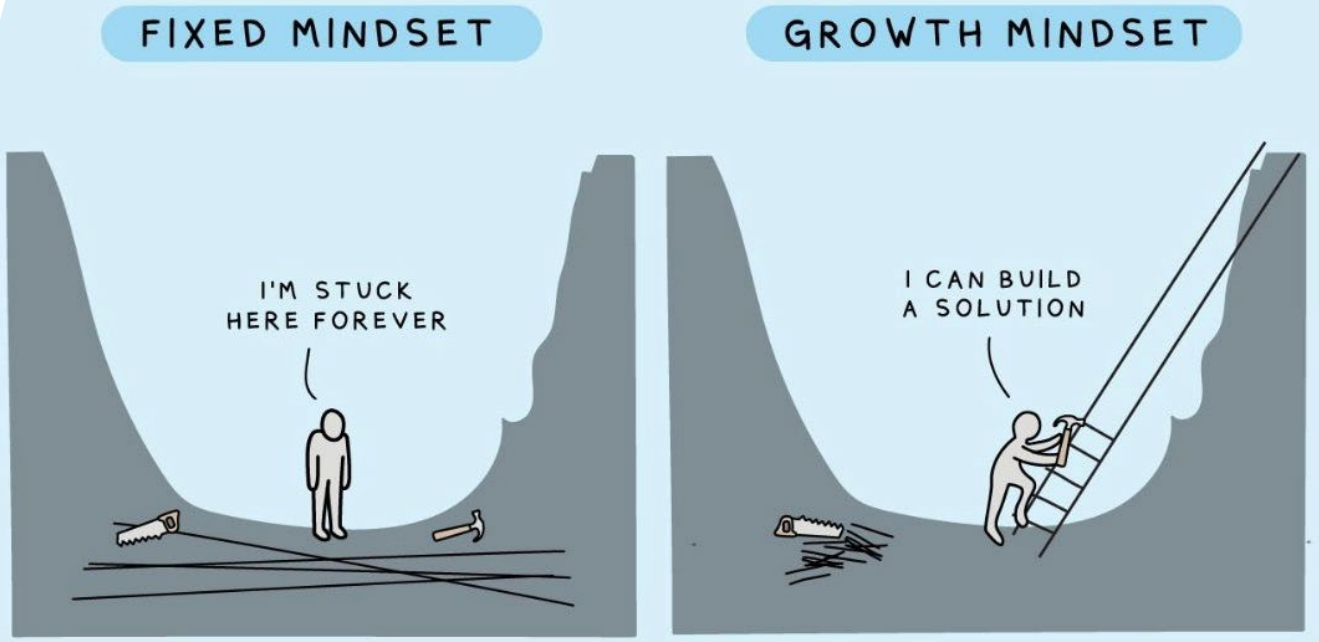
Unit Code	Title	Deadline	Status	
	Additional Meeting - 03/04/2020		Last saved on 16/4/2020	
	Additional Meeting - 27/05/2020		Last saved on 27/5/2020	
FBMHM1000	Research Planning Meeting	31/05/2020	Completed 30/6/2020	Edit
	Research Planning Meeting (FBMH)	31/05/2020	Completed 30/6/2020	Edit
FBMHM1144	Skills Training Audit 1	31/05/2020	Completed 30/6/2020	Edit
	Skills Training Audit - Yr 1 (FBMH)	31/05/2020	Completed 30/6/2020	Edit
UVEXM0001	Expectations 1	30/06/2020	Completed 14/7/2020	Edit
	Expectations 1	30/06/2020	Completed 30/6/2020	
FBMHS1016	First Year: Life as a PGR Student (FBMH) Doctoral Academy Induction	30/06/2020		Edit
FBMHSPGR-IND001	PGR Student Health and Safety Induction Mandatory Module 1	30/06/2020		Edit
FBMHSPGR-IND002	PGR Student Health and Safety Induction Module 2 - Working in labs/workshop	30/06/2020	Attended 1/1/2000	Edit
FBMHSPGR-IND003	PGR Student Health and Safety Induction Module 3 - Chemical Risk Assessment	30/06/2020	Attended 1/1/2000	Edit
FBMHSPGR-IND004	PGR Student Health and Safety Induction Module 4 - Biosafety	30/06/2020	Attended 1/1/2000	Edit
FBMHSPGR-IND005	PGR Student Health and Safety Induction Module 5 - Off-campus work (including fieldwork)	30/06/2020		Edit
FBMHS1013	Research Integrity Training	30/06/2020	Attended 1/7/2020	Edit
FBMHM1111	Advisor Meeting Yr 1	31/08/2020	Completed 6/10/2020	Edit
	Advisor Meeting Yr 1 FBMH	30/06/2020	Completed 6/10/2020	Edit
FBMHM1030	Literature Report Submission	31/10/2020		Edit
	Literature Report Submission - Electronic Submission and Confirmation of Receipt by Supervisor FBMH	31/10/2020	Form available	Edit
FBMHM1040	Literature Report Meeting	30/11/2020		Edit
	Literature Report (FBMH)	30/11/2020	Form available	Edit
FBMHM1112	Advisor Meeting Yr 1b	31/08/2021		Edit
	Advisor Meeting Yr 1b FBMH	31/08/2021	Form available from 9/6/2021	Edit
FBMHM1060	Progress Meeting	31/08/2021		Edit
	Progress Meeting FBMH	31/08/2021	Form available	Edit
FBMHM2222	Advisor Meeting Yr 2	31/10/2021		Edit
	Advisor Meeting Yr 2 FBMH	31/10/2021	Form available	Edit
FBMHM1070	Confirmation of Assessors and Viva Date	30/11/2021		Edit
	Confirmation of Assessors and Viva Date (FBMH)	30/11/2021	Form available	Edit
FBMHM1900	Transfer / Continuation Report Submission	30/01/2022		Edit
	Transfer / Continuation Report Submission (FBMH)	30/01/2022	Form available	Edit
FBMHM1990	Transfer / Continuation Report and Viva (Yr1 Annual Review)	28/02/2022		Edit
	Transfer / Continuation Report and Viva (Yr1 Annual Review) FBMH	28/02/2022	Form available	Edit
	Transfer / Continuation Report Supervisor and PGR Tutor Form	28/02/2022	Form available	Edit
FBMHM1999	Presentation Assessment Form Year 1	31/03/2022		Edit

Key milestones: what if ‘stuff’ happens?

Possibilities to consider…

Set backs

- Equipment
- People
- Ordering
- Ethics / Home Office approval



Support is available

First port of call

- Supervisor / Supervisory Team / Advisor / PG Director

Look after your mental health

- Wellbeing activities
- Online support
- Counselling

Find communities of support

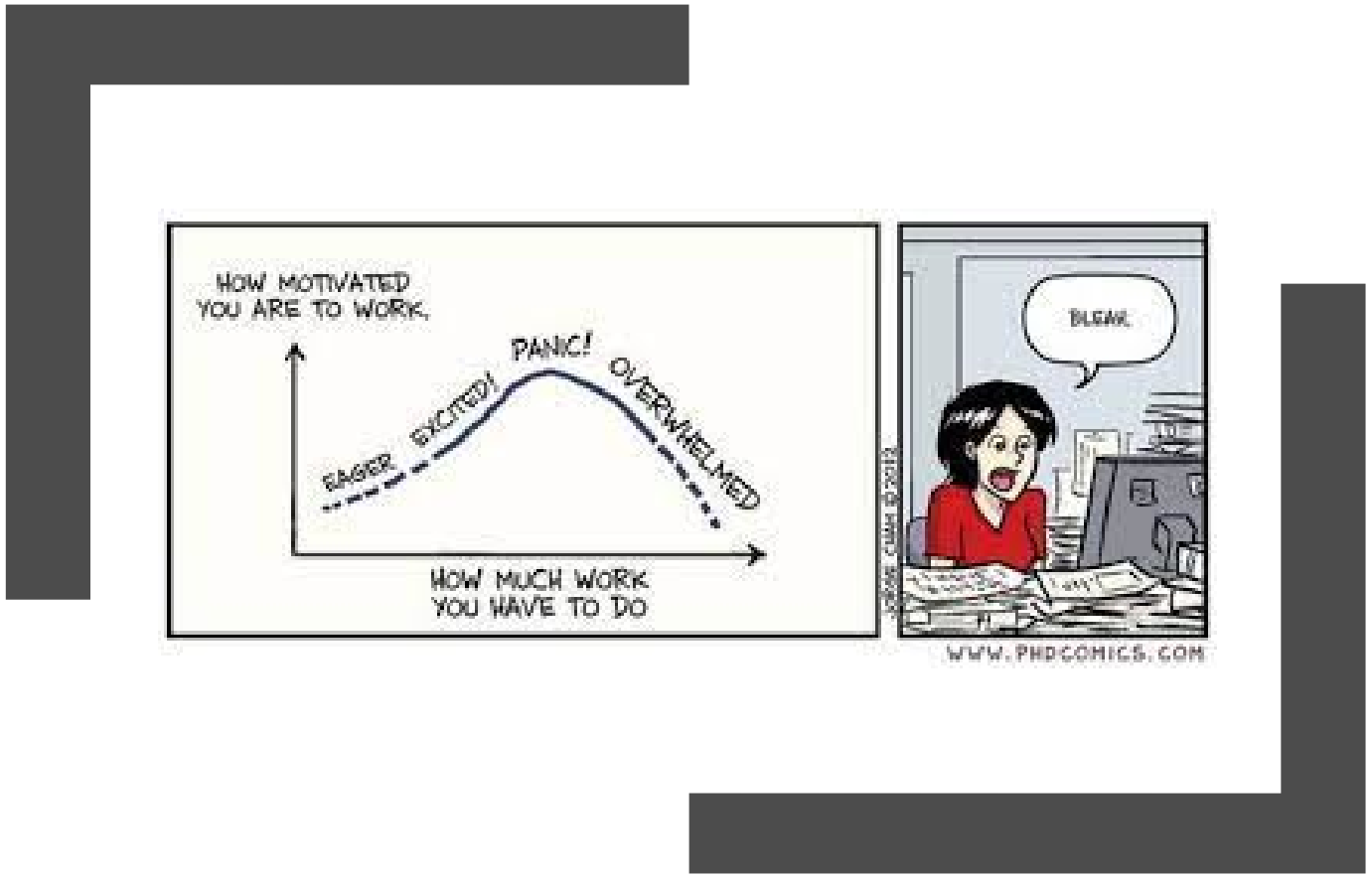
- Stop self sabotage
- Resilience for PGRs

Activity 3: Project, time and motivation

What strategies have you successfully used to manage your:

- project
- time
- motivation?

Possibilities to consider



Creating structures and processes for:

- Project planning
- Time management
- Managing motivation

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Project

- Agreed objectives (written down)
- Commitment to objectives (tell someone else - accountability)
- Link objectives to the ‘big picture’
- Be realistic (or be aware that your plan isn't always realistic!)
- Reflect and adjust – PGR study is far from linear
- Be kind to yourself

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Time / Priority

- Gantt charts
- Spreadsheet
- Trello board (other productivity apps are available!)
- Urgent / Important grid

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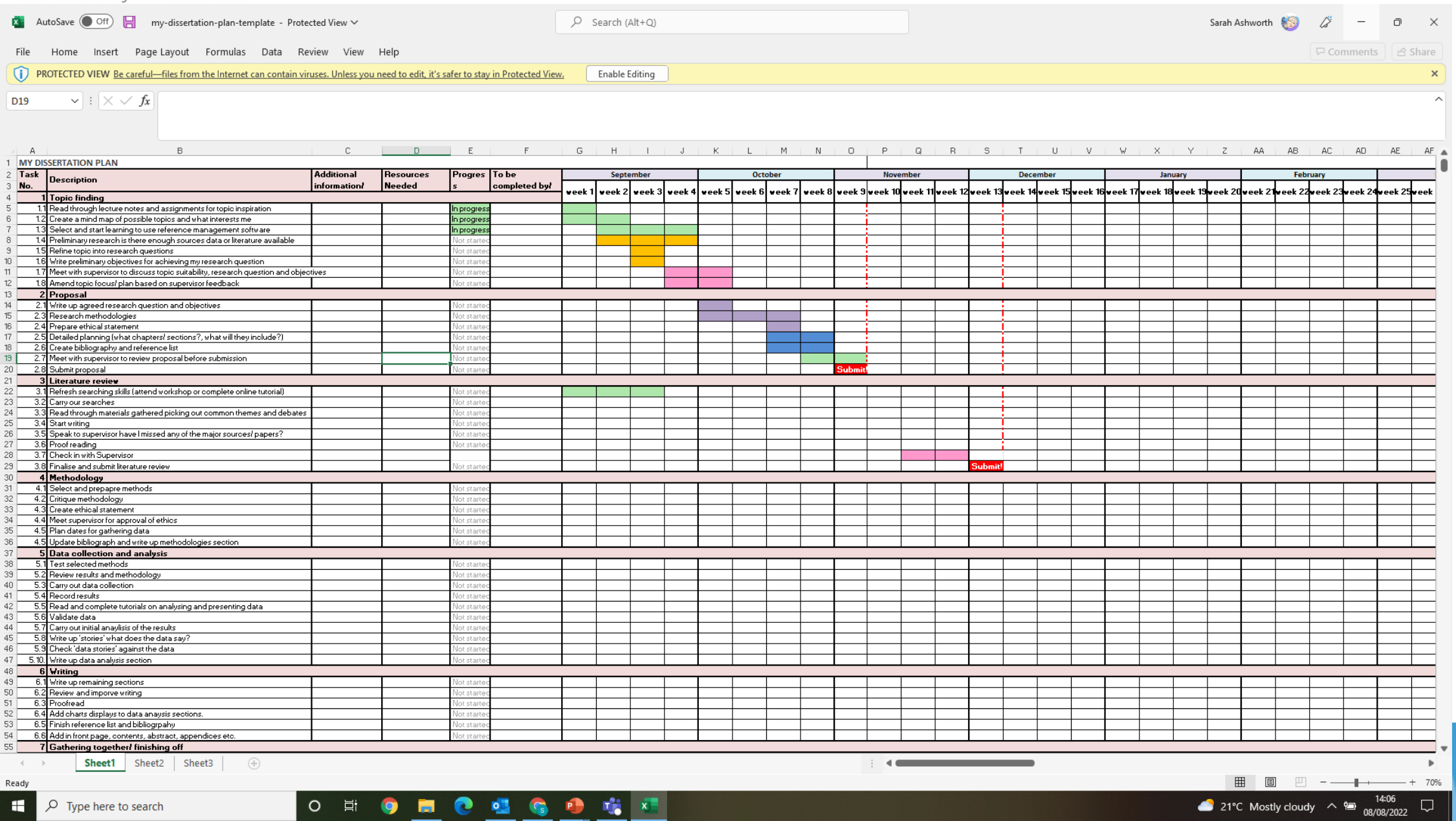

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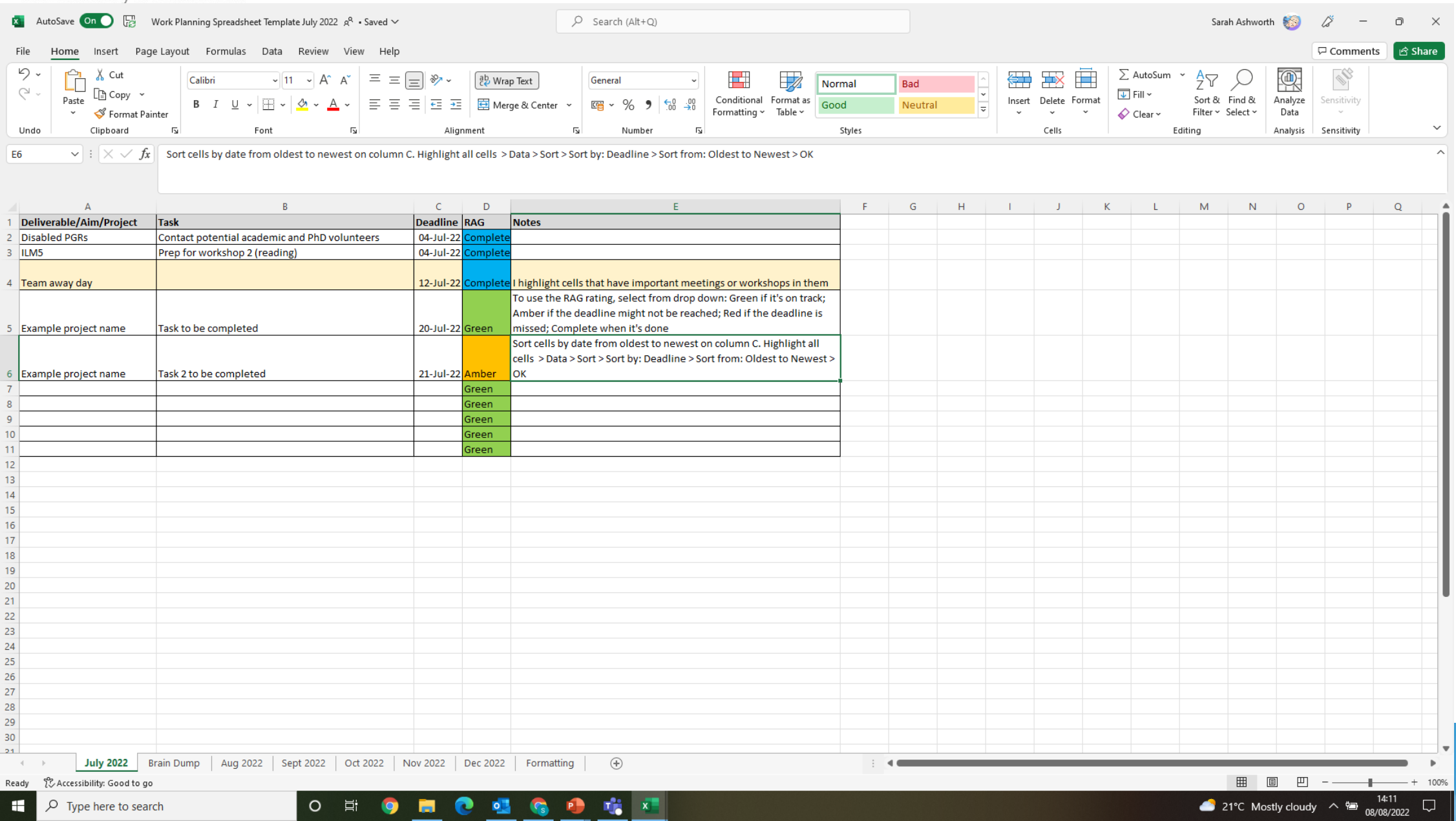

	A	B	C	D	E
1	**Deliverable/Aim/Project**	**Task**	**Deadline**	**RAG**	**Notes**
2	Disabled PGRs	Contact potential academic and PhD volunteers	04-Jul-22	Complete	
3	ILM5	Prep for workshop 2 (reading)	04-Jul-22	Complete	
4	Team away day		12-Jul-22	Complete	I highlight cells that have important meetings or workshops in them
5	Example project name	Task to be completed	20-Jul-22	Green	To use the RAG rating, select from drop down: Green if it's on track; Amber if the deadline might not be reached; Red if the deadline is missed; Complete when it's done
6	Example project name	Task 2 to be completed	21-Jul-22	Amber	Sort cells by date from oldest to newest on column C. Highlight all cells > Data > Sort > Sort by: Deadline > Sort from: Oldest to Newest > OK
7				Green	
8				Green	
9				Green	
10				Green	
11				Green	

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Work in progress | Trello

https://trello.com/b/9KtKsbIX/work-in-progress

Trello | Workspaces | Recent | Starred | Templates | Create | Search

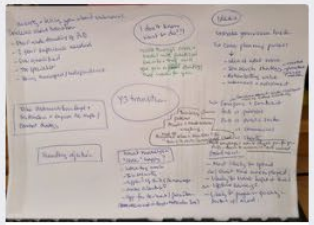
Board | **Work in progress** | Researcher Development | Workspace visible | Share | Power-Ups | Automation | Filter | Show menu

Admin stuff
- Create single RD slide for careers (PGR inductions) — 7 Sep
- Ideas for what to include in fellowship training statements — 9 Sep
- Add in possible speakers to Alumni spreadsheet

+ Add a card

Session plans
- CV masterclass for researchers — 4 Aug
- Update academic career planning to remove CVs — 11 Aug
- Creating a winning application — 17 Oct
- Interviews and assessment — 13 Jan 2023
- Career management for life — 23 Mar 2023
- Create introduction to coaching for P2I — 20 Jan 2023 — 1

+ Add a card

Design sessions

- Y3 transition — 10 Aug — 2 — 2
- Update academic career planning — 9 Sep
- ABM CDT - take elements from other FY sessions — 16 Sep — 2
- Write CV master class for researchers — 7 Oct

+ Add a card

Online resources
- Viva questions on SLM
- CV notation to academic CV — 9 Sep
- CV notation to outside academic sector — 9 Sep
- CV notation to skills based CV — 9 Sep
- Y1 resources — 23 Sep
- Y3 transition resources (padlet?) — 30 Sep
- Padlet for career self assessment resources?
- Presentations at academic interviews - create a SLM resource?

+ Add a card

Mentee / coachees
- Nicola - Warwick RD
- Lydia - Bristol RD
- P2I mentees — 2

+ Add a card

Employers / alumni
- Monthly Career Conversations - speakers — 2

+ Add a card

Completed
- Create Technician Apprentice se (see details on G) — 12 Aug
- Feedback on Claire's induction resource — 11 Aug
- LEAP assessments x 2 — 12 Aug
- Rejig promotions — 5 Aug
- Feedback on Claire Induction materials — 12 Aug
- Send LEAP assessments to seco assessor — 12 Aug
- Update promotions session — 16 Sep
- Networking session for Atmos C — 12 Sep
- Y1 PGR - need to ensure covers elements of BMH session — 5 Aug — 2
- Feedback on Alys's request for on website

+ Add a card

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Traditional Eisenhower

URGENT/ NOT IMPORTANT **DELEGATE**	URGENT/ IMPORTANT **DO NOW**
NOT URGENT/ NOT IMPORTANT **IGNORE**	NOT URGENT/ IMPORTANT **DO LATER**

Eisenhower Revisited

URGENT/ NOT IMPORTANT **LATE IN THE DAY**	URGENT/ IMPORTANT **DURING THE DAY**
NOT URGENT/ NOT IMPORTANT **IGNORE**	NOT URGENT/ IMPORTANT **EARLY IN THE DAY**

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Motivation

- Allocate time to certain tasks, then reward yourself
- Gratitude. Celebrate all that you have achieved, each and every day
- Write everyday. If you get stuck in your writing: write about getting stuck!
- Take time out (properly)
- Take leave (ideally at least 6 weeks each year)
- Build connections. An issue shared is an issued halved.

Consider different approaches to managing your research

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3. Travelling companions

Activity 4: Who are the important people in your project?

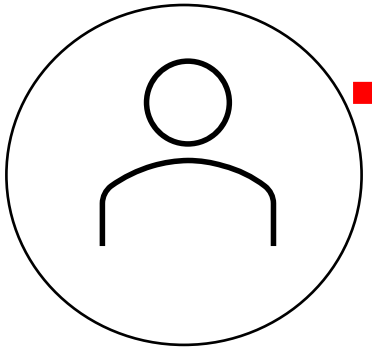
Take a few moments to note down the important people in your PGR project

At a later point you could:

- Rank their importance
- Consider what you expect from them, and they from you

People involved in your doctoral study

- Family
- Friends
- End Users / Patients
- Funders
- Participants
- Policy Makers



Communities of Practice

- Administrators
- PGR Director
- Your supervisor/s
- Other PGRs
- PGR representatives
- Other researchers
- Doctoral Academy

- University Library
- Careers Service
- Researcher Development
- Counselling & DASS
- Student Support
- IT Support
- Research Computing

You and your supervisor: a partnership

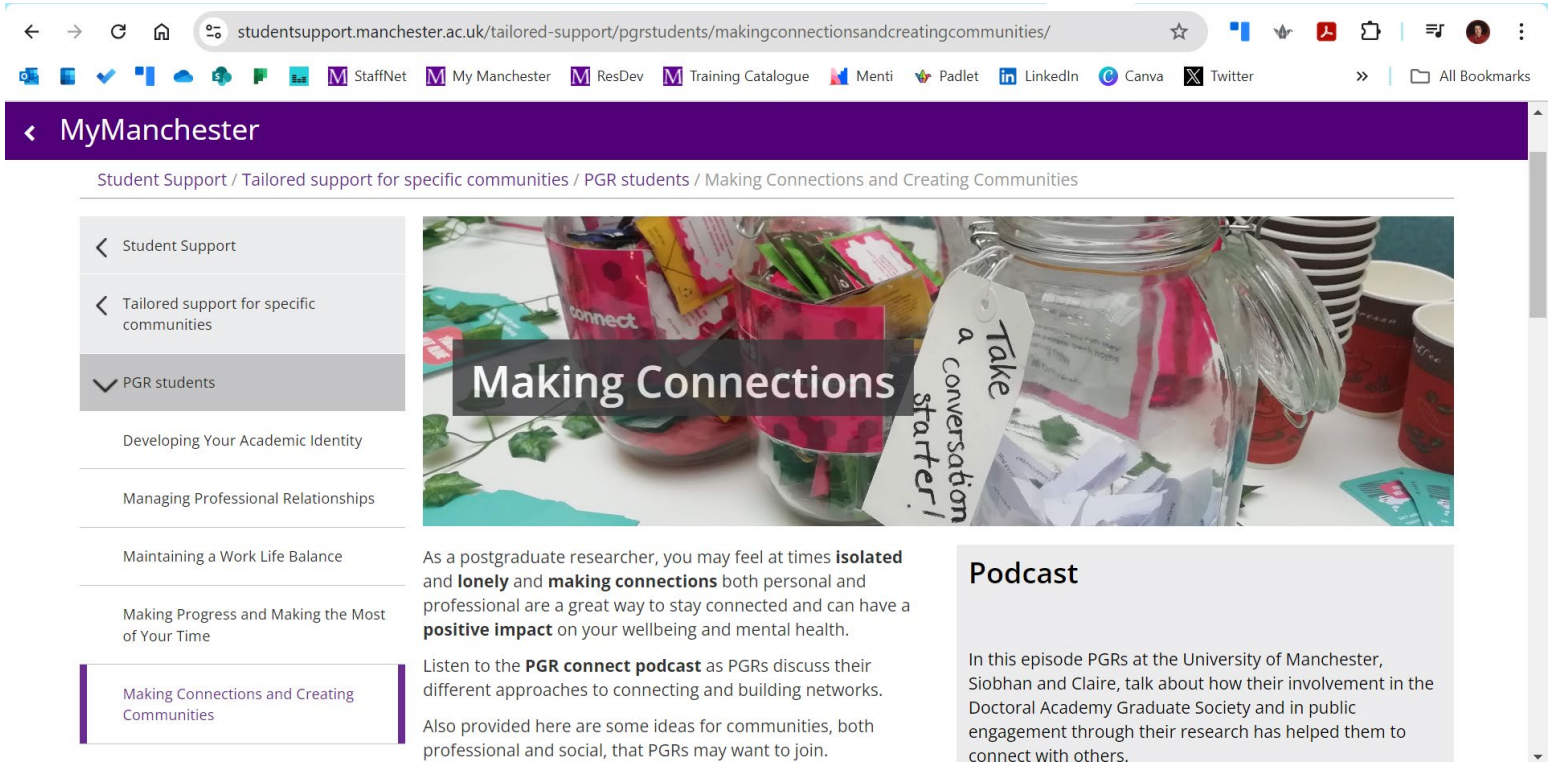
As you start is the best time to:

- Clarify each others' expectations of supervision
- Share what you hope to gain from doctoral study
- Ask what you supervisor wants from your doctoral study
- Discuss both your ideas for working together

Further support:

Working with your Supervisor

Building connections



- Students Union
- Faculty PGR Reps
- School-specific community (SALC Peer Support)
- Support of PGR Parents
- Online Communities

https://www.studentsupport.manchester.ac.uk/tailored-support/pgrstudents/makingconnectionsandcreatingcommunities/

Identify the important relationships in your doctoral studies

https://www.qualtrics.manchester.ac.uk/jfe/form/SV_9Lj6OtfwIyYtm1E

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Supporting researchers to thrive and promoting a positive, inclusive research culture

Follow us on X (formerly Twitter)
@UoMResDev

Join us on LinkedIn
ResearcherDevelopment at UoM

Send us an email at
ResDev@Manchester.ac.uk

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