Welcome to Politics!
PhD Induction 2024/25
18 September 24

Dr Silke Trommer

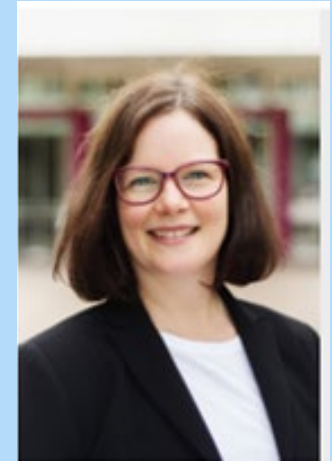silke.trommer@manchester.ac.uk

Welcome to Politics!

PhD Directors

Semester 1: Dr Silke Trommer
silke.trommer@manchester.ac.uk

Semester 2: Dr Paul Tobin
paul.tobin@manchester.ac.uk

Welcome to your PhD!

Words of Wisdom

Politics Department

Politics PhD Programme

What you need to do right away

Resources

Words of Wisdom

Ask your way around! We are all part of a big organisation!

A PhD is a journey that will change you - life is what happens while you are on that journey!

Politics Department

One of the largest groupings of Politics scholars in the UK

5 Research Clusters
  Comparative Politics
  Critical Global Politics
  Democracy and Elections
  Global Political Economy
  Manchester Centre for Political Theory (MANCEPT)

Research clusters - School of Social Sciences - The University of Manchester

MANCHESTER
1824
The University of Manchester

Politics Department

How do I get into ALB 4th floor?

Email Access Control accesscontrol@manchester.ac.uk copying Jackie Boardman (next slide) and providing your ID number (staff/student card)

Where is my desk?

https://docs.google.com/document/d/11fcuwY8BHP4HCu4gJxjt9I3kqY1NVVPlOv8u3onwrgM/edit?usp=sharing

Where is my IT equipment?

Contact IT Services (The University of Manchester) copying in Jackie Boardman (next slide)

Politics Department

Politics PGR Administrator **Jackie Boardman**

Jackie.boardman@manchester.ac.uk

Head of Department **Liz Richardson**

liz.richardson@manchester.ac.uk

Humanities Doctoral Academy

Ellen Wilkinson building, ground floor OR

General enquiries: HUMS.doctoralacademy@manchester.ac.uk
Progression and Welfare: HUMS.doctoralacademy.support@manchester.ac.uk
Thesis examination: HUMS.doctoralacademy.exams@manchester.ac.uk
Funding: HUMS.doctoralacademy.funding@manchester.ac.uk
Admissions: HUMS.doctoralacademy.admissions@manchester.ac.uk

Politics Department

PhD student reps for years 1 – SPP

Meet with PhD Director across the academic year

Be the voice of the Politics PhD Community and get to know the University (better)!

Meet our PhD Deputy Director and Department EDI Lead!

Deputy PhD Director (Admissions and PhD Advisor for supervisees of PhD Director)

Dr Lotte Hargrave
lotte.hargrave@manchester.ac.uk

Department EDI Lead (more information on EDI under "resources")

Dr Laura Mcleod
laura.mcleod@manchester.ac.uk

POLITICS STUDENT-STAFF BAME NETWORK

A collaboration between students and staff to think about ways that we can support our BAME community in the Politics Department.

Students and staff in the Politics Department from a BAME background can meet and discuss the types of activities that they would find useful for the BAME network to work on.

Email to be added to the mailing list: luke.bhatia@manchester.ac.uk

Department of Politics LGBTQI+ Staff-Student Network

What is it? A network for all staff and students (undergraduate and postgraduate) within the Department of Politics who identify as LGBTQI+

What are its aims? To promote LGBTQI+ wellbeing with an internal network of support for staff and students in the Department of Politics

How often does it meet? We hold meetings and other events at least once a semester.

To find out more, please contact the Co-chair of the Network, Dr Ellie Gore – ellie.gore@manchester.ac.uk

DASS Services

MANCHESTER 1824
The University of Manchester
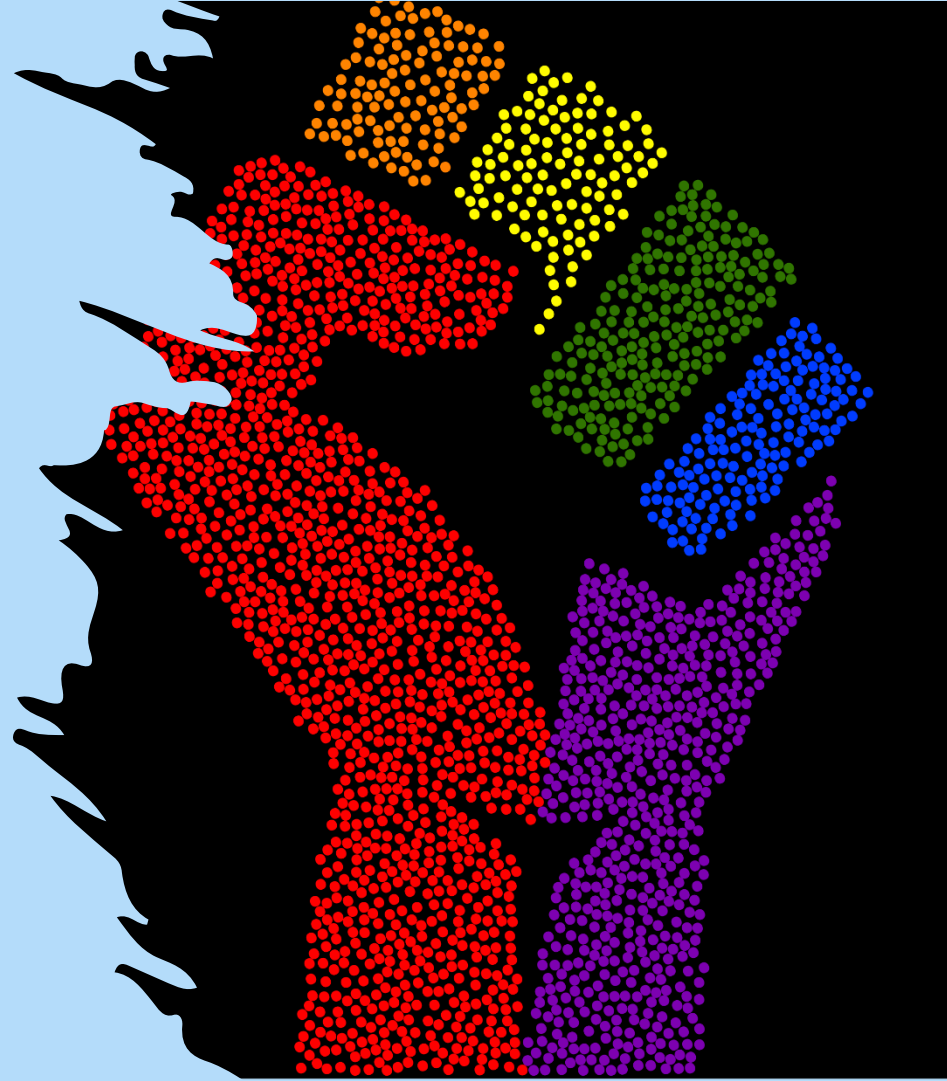
🏠 Disability Advisory and Support Service

Search the site

Who do we support?   What support can I get?   How do I get support?   Contact and see us   FAQs
Study Needs Assessments

Register with DASS
Register with us to access support

Find out more

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Exam Support Deadline

The University has a deadline for putting exam support in place for each of the main exam periods. The next deadline is **Thursday 11th July 2024 at 4pm** you'll need to register and meet an adviser to agree your exam support.

For more details, see our exam support page.

Disability Advisory and Support Service

Disabled students make up over 19% of University of Manchester students, and we're proud to offer an accessible and inclusive service. DASS provides equity of services to everyone, regardless of people's age, disability, gender, gender identity, race, religion or belief or sexual orientation.

Discuss with your neighbour

What is your PhD project on, and what are your hopes and dreams for your PhD journey that lies ahead?

Politics PhD Programme

3.5 years FT/7 years PT + "submission pending period"

Y1 FT/Y1&2 PT: Training courses, refine research plan, write

Y2 FT/Y3&4 PT: Conduct research, write

Y3 FT/Y5&6 PT: Write up, conduct more research

SPP: Write up (no more research)

See PhD Handbook Postgraduate research handbook - The Manchester
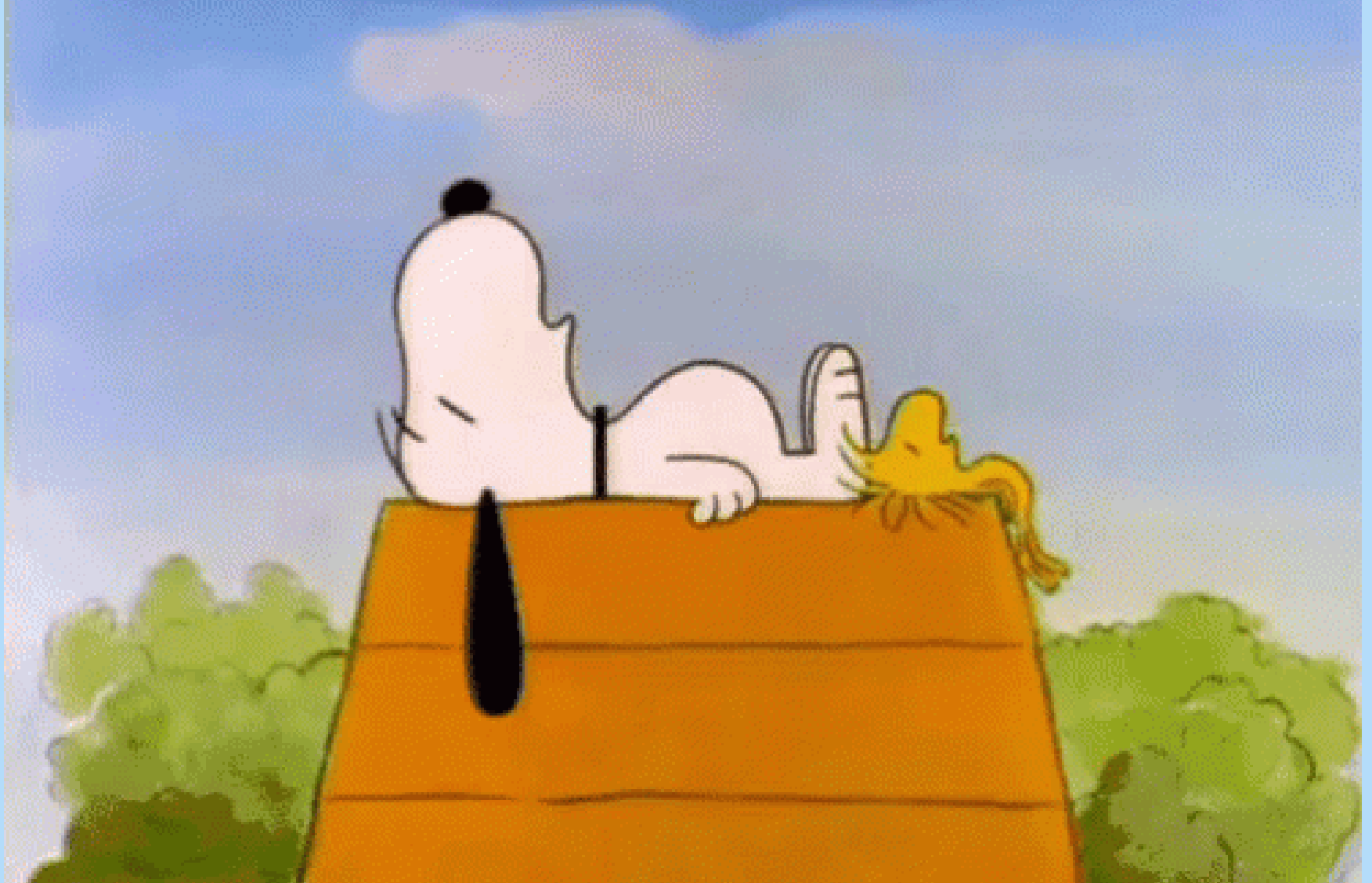
Politics PhD Programme

Supervision

    2 supervisors + advisor (PhD Director)

    Set expectations from the start (complete Student Expectations form in eProg)

    Regular meetings (normally once a fortnight FT/once monthly PT)

See PhD Handbook Postgraduate research handbook - The University of Manchester

Time to take a break

Politics PhD Programme

Training and Development

POLI 80080 PhD Research Design (Year 1) & Y1 PhD Conference (S2 2025)

POLI 80092 PhD Seminar (Y2/Y3/Y3.5)

We strongly encourage you to also take:
Qualitative Research Methods (QRM)

Introduction to Quantitative Research Methods (IQM) **or** POLI60341 Tools and Techniques of Advanced Quantitative Analysis (please discuss with your supervisors which course is most appropriate)

POLI60301 Comparative Political Analysis **or** POLI70771 Philosophy of Politics Research (please discuss with your supervisors which course is most appropriate)
See PhD Handbook Postgraduate research handbook - The University of Manchester

POLI80080 PhD Research Design

S1: Maria Sobolewska

1st class: Monday 30th September, 11-1pm, Simon 4.09

Ontology/Epistemology; Research Problems/Questions; Theory Generation/Testing; Comparative/Case Study Approach; Quantitative/Qualitative/Mixed Methods.

S2: Teaching Team, convenor: Silke Trommer

1st class: Thursday 30th January, 2-4pm, Coupland 3_LG.123

Methodological Debates in Politics; Dr Schemmel (MANCEPT), Dr Watt (CGP), Dr Gore (GPE), Prof Soboleweska (D&E), Prof Richards (CP).

Y1 PhD Conference (date TBC)
Reflection Journal: 12th May 2025

POLI80080 Reflection Journal

11 entries: 5 S2 sessions of POLI80080, Y1 PhD Conference and 5 seminars of Politics clusters or research institutions (also external to UoM)

Reflection Journal Template

Section 1: Reflection on the Presentation (150 words):
Speak to one, two, or all of the questions below:

1) What stood out the most for you in this talk?
2) What was surprising?
3) What do you see as the strengths and the shortcomings of the methods discussed?

Section 2: Relevance for your own Project (150 words)
Speak to one, two, or all of the questions below:

4) Did you learn anything relevant for your own research? Why/why not?
5) Could you use this method? Why/why not?
6) What would the implications be of adopting these methods for your project?

Politics PhD Programme

Progress and Review

For all PhD students (FT and PT), progress is assessed at formal progress reviews held twice a year: the Mid-Year Review and the Annual Review.

The purpose of these reviews is to ensure that you are making adequate progress with your research and your study programme, to discuss anything that may have come up since the last review and to plan ahead for the next phase of your PhD journey.

Mid Year Review: in month 5 of the academic session / students and supervisors discuss progress/completion timetable, research training and development, supervision, and targets, and complete the eProg form.

Annual Review: in month 9 of each academic session / student discusses work and timeline for completion with independent reviewer, to ensure adequate progression.

You will not be permitted to re-register until the PGR office has received confirmation from the review panel that your academic progress is satisfactory.

See Politics PhD Handbook, provided on email!

Discuss with your neighbour

What are your biggest concerns when thinking of the PhD journey that lies ahead?

What do I need to do right away?

Register: [Welcome to Manchester | The University of Manchester](#)

Get access to ALB: [accesscontrol@manchester.ac.uk](#)
Set up IT: [IT Services (The University of Manchester)](#)
Pick desk:
[https://docs.google.com/document/d/11fcuwY8BHP4HCu4gJxjt9I3kqY1NVVPlOv8u3onwrgM/edit?usp=sharing](#)

Register for PhD courses:
    Jackie.boardman@manchester.ac.uk

What do I need to do right away?

Attend Politics PhD Welcome (Back) Party!

When: Friday 20th September from 5pm

Where: HOME Manchester

What do I need to do right away?

On Tuesday 24 September, 1-3pm, the Doctoral Academy is hosting a PhD Induction Mini-Fair. There will be stalls by various teams, and Tea and Cake. This will take place in The Atrium, Doctoral Academy Hub, Ellen Wilkinson Building.

| Stall	Hosted by
Methods and artsmethods	Dr Lety Alterno, Dr Joe McGonagle and Daniel Eales
PGR Parents Network	Perpetual Idehen
Disabled PGR Network and Disabled Staff Network	Laura Howard
Neurodiverse Network	Matthew Harrison
LGBTQ+ Network	Matt Sanderson
Doctoral Academy Funding Team	Neil Sanderson, David Hartley and Kim Hulme
PGR Careers	Stef Cunliffe
PGR Wellbeing	Student Union Wellbeing Ambassador

What do I need to do right away?

Familiarise yourself with eprog:
[Progress and reviews - Faculty of Humanities - The University of Manchester](#)

Nominate yourself or a peer as PhD Y1 Rep!
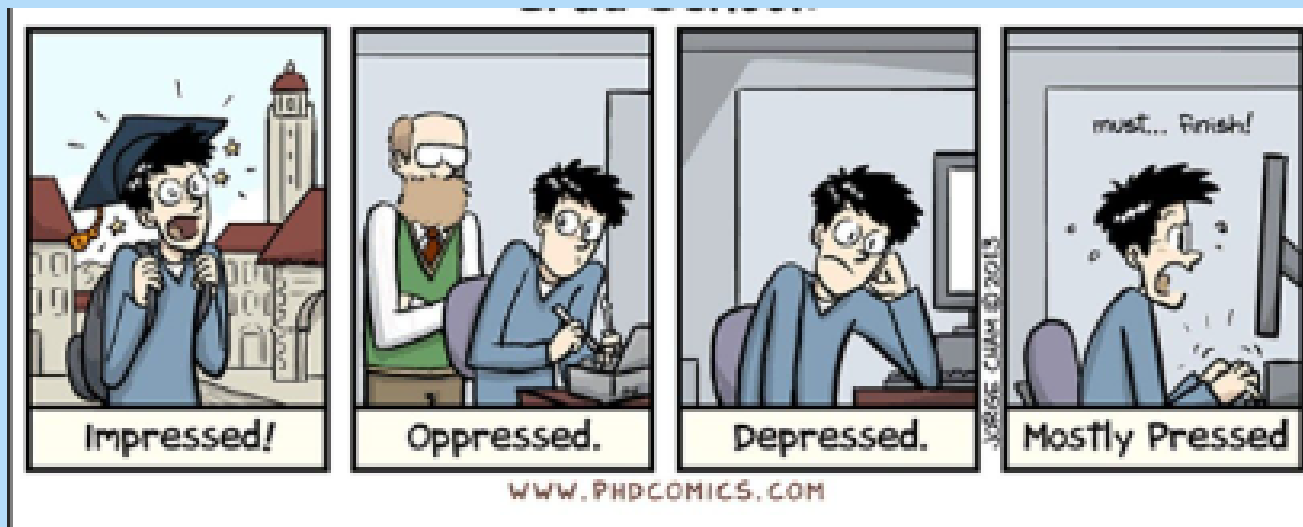
Resources

The Norman Chester Politics Fund

This fund is designed to make a *contribution* to the cost of conducting fieldwork (or other research-related expenditure) or to the expenditure associated with presenting a paper at a scholarly conference/workshop.

Hardship Fund

When any additional funds are available, the graduate team considers hardship applications to help students suffering financial distress. This is designed to make a contribution to student finances.

SERB Fund

This fund is used to support activities that are designed to help cohort building and research environment for Politics PhD students. Politics PhD Director along with the PhD Team decides on how to spend this budget each year in consultation with PhD Students. Students, via Student Reps or otherwise, can make requests for support for events and activities.

See PhD Handbook Postgraduate research handbook - The University of Manchester

Equality, Diversity and Inclusion (EDI) in Politics.

Politics EDI Director: Dr. Laura McLeod (Senior Lecturer IR)

Laura.mcleod@manchester.ac.uk

- EDI is a core value to us as a department: you as students are part of us achieving these values.

- **Dignity at work and Study Policy**
  - Defines bullying as the misuse of power
  - Defines harassment as unwanted physical, verbal or non-verbal actions that violate a person's dignity

- **Report and Support:** https://www.reportandsupport.manchester.ac.uk/support/anonymous-reporting-what-happens-next

Consensual Relationships Policy

- The University is committed to an environment for staff and undergraduate and postgraduate students (or prospective students) where decisions about assessment, selection and access to resources are based on merit.

- The University values good **professional relationships** between staff and students.

- To embark on a romantic/sexual relationship with a student involves serious difficulties rooted in **unequal power**, and hence choice, of the parties concerned, as well as real problems in maintaining the boundaries of professional and personal life. Such relationships can also disrupt the teaching and learning environment for other students and for colleagues

- Relationships between members of staff: Should such relationships occur then the staff affected will be expected to inform the Head of Faculty Manager as soon as possible to ensure that the potential effects can be considered.

Freedom of Speech Policy

- Academic staff members have freedom within the law to question and test received wisdom, and to put forward **new ideas** and **controversial or unpopular opinions** without placing themselves at risk of losing their jobs or any privileges they may have at the University.

- University has a duty to ensure, wherever practical, that such expressions do not go beyond the articulation of points of view and **do not constitute incitement to riot, insurrection, racial hatred, religious hatred, sexual harassment** or other activities (beyond the right of peaceful protest) which are likely to cause a breach of the peace or public disorder or otherwise to be unlawful.

SoSS
Advice on the Use of GenAI – STAFF

- The University's position and current sector guidance suggests that programmes and course units should **aim to promote A.I. literacy whilst also upholding academic integrity**. Addressing A.I. will require curricular and assessment changes as well as new malpractice procedures.

- All Course Unit Directors in conversation with the Programme Director/T & Lead (as appropriate) should make their expectations surrounding the use of AI clear to students by providing guidelines in handbooks, lectures and in a dedicated area on course blackboard pages.

- The University policy states that **"presenting work created by GenAI without acknowledgement is plagiarism and must be treated using the same principles and processes as plagiarism of a person"**. If a student uses an AI tool and they use the text or image directly in their work, they must provide citations indicating where and how they've used GenAI. The library has guidance for students on how to do this here

SoSS
Advice on the Use of GenAI – STAFF

A.I. & Malpractice

- Detecting the uncited use of A.I. in student coursework is unreliable and often unrecognizable. Course Unit Directors should proceed with caution and consult with relevant colleagues when pursuing a malpractice process for suspected A.I. use. In recent studies we see that teachers can't identify the use of AI and overestimate their ability to identify ChatGPT generated essays.

- Departments may want to present a form of deterrence in student communications and have a mechanism to test a student's use of A.I. by invoking a Viva. Before initiating an academic malpractice process, colleagues should consider whether the observed practice could be reflected in the grading process.

A.I. & Assessment Design

- Assessment and learning experiences **equip students to participate ethically and actively** in a society where AI is ubiquitous.

- Forming trustworthy judgements about student learning in a time of **AI requires multiple, inclusive, and contextualised approaches to assessment**.

- The Generative AI & Assessment Design Toolkit & The University of Exeter's Generative AI and Assessment Matrix are good resources for assessing types of assessment and their vulnerability to AI collusion as well as ideas for developing multidimensional assessments that foster ethical collaboration with AI.

Think …

… will the way I use GenAI (or any other tool) prepare me for
- discussing the topic with fellow students,
- a conversation with my teacher,
- a job interview,
- a business meeting,
- a conversation with clients?

Note: The type of learning and researching that prepares you well for the above is also the best, and most reliable way to achieve good grades!

Uses of GenAI

Using GenAI tools (like ChatGPT, Copilot or Claude) can contribute positively to your learning and assessments but may also result in incorrect information being used in assessments (resulting in low grades) or could even lead to academic malpractice with associated consequences.

How you use it MATTERS!

Good use	Bad use / Malpractice
Use GenAI to generate some initial ideas for an assignment. Then use this as the starting point for thorough research.	Use GenAI to create an outline for an assignment.
Use GenAI (and other database sources) to identify interesting and relevant literature which you then read.	Ask a GenAI to summarise literature for you without actually reading the literature.
Use GenAI to give you some initial feedback on something you wrote or a problem you solved. Critically evaluate that feedback in the context of your course unit, best done together with other students.	Ask GenAI to summarise a topic to create revision notes without checking these against the material provided by your lecturer.
Use GenAI (or better more specialised tools) to check your writing for correct spelling and grammar.	Ask GenAI to draft you an answer for your assignment question.

Not properly labelling text produced by anyone else but yourself is plagiarism. Not referencing the source of ideas you are using is also academic malpractice.
Lecturers may ask you to present in a <u>viva voce</u> (a recorded meeting with two academics) to allow you to establish how you worked for your assessment.