

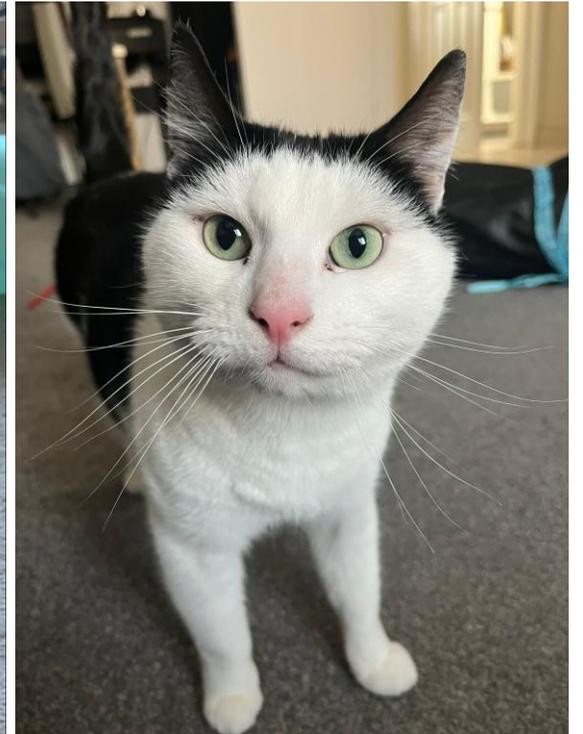
# PGR Induction: Meet your Division

**PMO Division**

**PMO PGR Co-Ordinator: Dr Kara Ng ([kara.ng@manchester.ac.uk](mailto:kara.ng@manchester.ac.uk))**

# Quickly about me and you

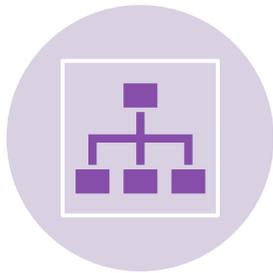
- Senior lecturer in organisational psychology
- AMBS PhD (2019)!



# What is a PGR Co-Ordinator?

- My role as PGR Co-Ordinator largely comprises of...
  - Participating in PGR recruitment and selection (admissions and funding)
  - Acting as a local contact for PGR well-being and academic matters;
  - Acting as a liaison between PGR students and academic staff;
  - Overseeing midyear and annual reviews;
  - Initially mediating supervisor-student relationship issues;
  - Mediating and offering Completion Support in cases where one party is concerned around timely thesis submission;
  - Promoting PGR activities and a supportive PGR environment;

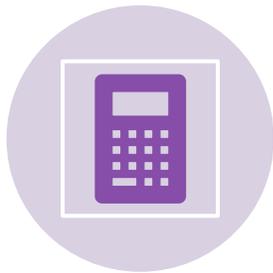
# About the divisions



**People, Management  
and Organisations  
(PMO)**



Management Sciences  
and Marketing (MSM)

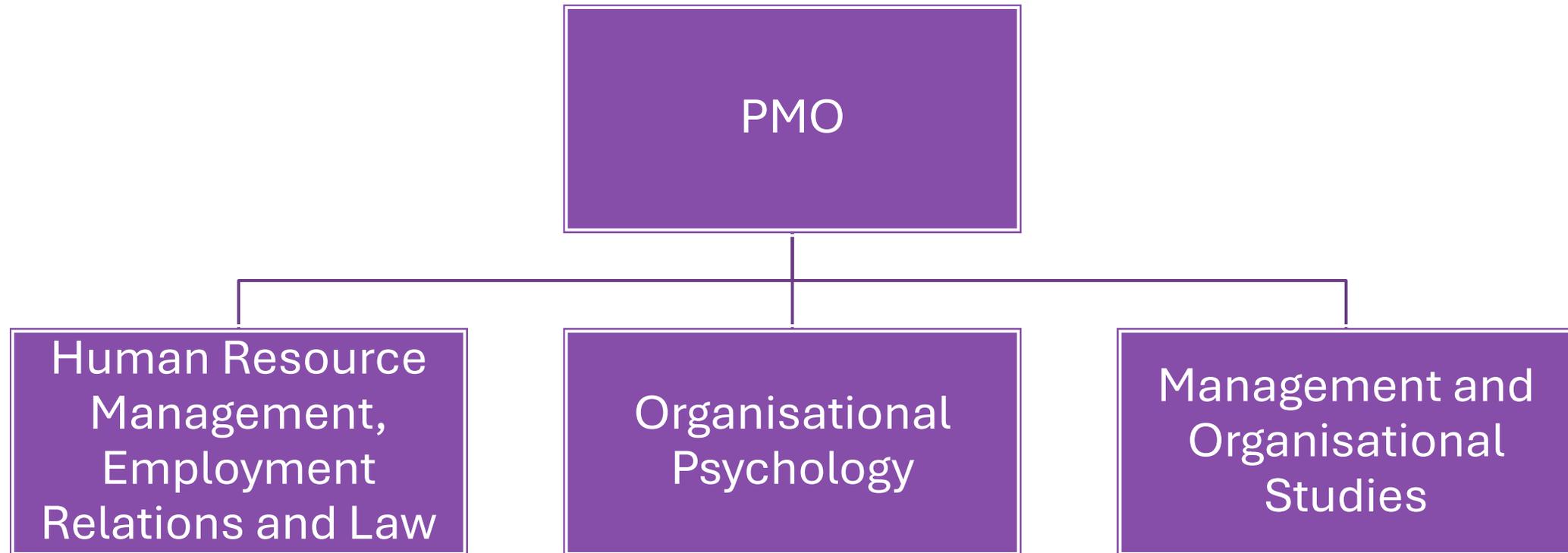


Accounting and  
Finance (A&F)



Innovation,  
Management and  
Policy (IMP)

# PMO's structure



# Important documents



## **AMBS RTP Handbook:**

<https://documents.manchester.ac.uk/protected/display.aspx?DocID=73409>



**Humanities PGR Handbook:** <https://livemanchesterac.sharepoint.com/sites/UOM-HUM-DA/PGR-Handbook>



## **AMBS MRes Management Handbook 24-25:**

<https://documents.manchester.ac.uk/DocuInfo.aspx?DocID=73410>



**HUMS Doctoral Academy Padlet:** <https://manchester.padlet.org/mdeasjb3/faculty-of-humanities-doctoral-academy-online-noticeboard-g99aa3jb6ry1d1y7>

# Selecting your courses

## AMBS Research Training Programme (RTP) Course Unit Selection

The Research Training Programme (RTP) is an integral part of the AMBS PhD programmes. During the first year of the full-time PhD programme, you are expected to undertake research training courses (60 or 75 credits) to satisfy the degree's RTP requirements (PhDs on the part-time programme will be able to take their assessed courses during Years 1 and 2).

Please note: 1. You must discuss and agree with your supervisory team regarding course selection before completing this form. 2. You will be enrolled on all compulsory courses. This will be carried out by the Doctoral Academy. This form is used for elective course units that form part of the AMBS RTP only.

For full details of the AMBS Research Training Programme including course outlines, please see the programme handbook at <https://documents.manchester.ac.uk/DocuInfo.aspx?DocID=73409>. If you have questions, please email the Doctoral Academy team at [rtp@manchester.ac.uk](mailto:rtp@manchester.ac.uk).

Hi, Kara. When you submit this form, the owner will see your name and email address.

\* Required

### Your information

1. First name \*

Enter your answer

2. Last name \*

Enter your answer

- Link in your PGR handbook (3.2 Course Unit Selection & Enrolment)
- Discuss with supervisors!
- Complete by 12PM noon on Wed, 1 Oct

# Some advice



Make the most of your community!

Socially – don't isolate yourself  
Academically and Intellectually – don't just focus on your topic and ignore the outside



Complete all your paperwork on time

You will probably have to chase your supervisors!



Think about your post-PhD options sooner rather than later!

We have a Careers Services Centre (<https://www.careers.manchester.ac.uk/postgraduates/>)  
Speak with your supervisors



Keep good records of your supervision meetings

Discuss whether you want to share notes with your supervisors so that you are all on the same page



Don't be afraid to ask for help

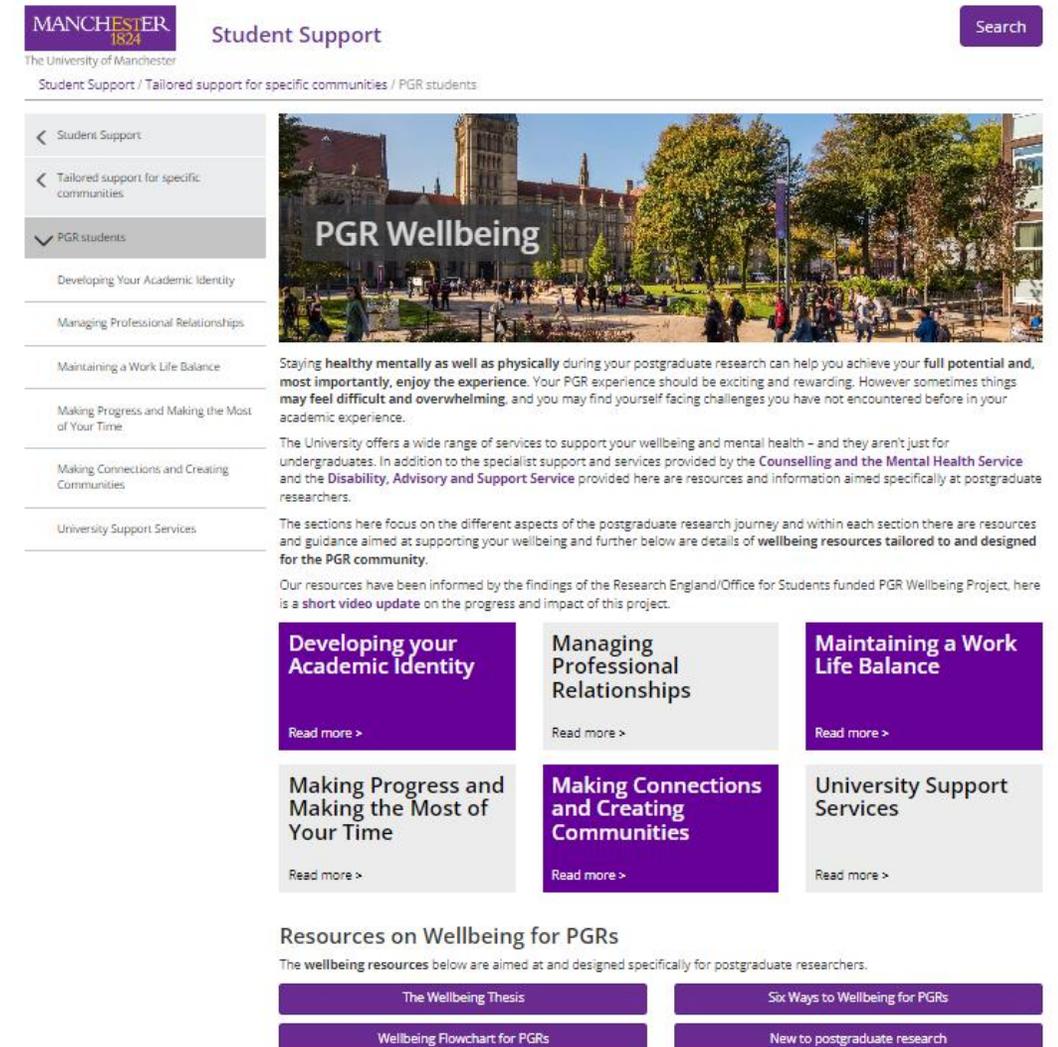
PhDs are tough and isolating, even for the brightest and "best" scholars  
There is no shame in seeking help

# Helpful contacts

- **Doctoral Academy:** Ground floor, Ellen Wilkinson Building ([0161 275 1200](tel:01612751200); see Padlet for specific email addresses)
- **PGR Co-Ordinator for PMO:** Dr Kara Ng ([kara.ng@manchester.ac.uk](mailto:kara.ng@manchester.ac.uk))
- **Postgraduate Research Coordinator (Progression & Welfare):** Lynne Barlow-Cheetham ([HUMS.doctoralacademy.support@manchester.ac.uk](mailto:HUMS.doctoralacademy.support@manchester.ac.uk))
- **PGR Well-Being site:** <https://www.studentsupport.manchester.ac.uk/tailored-support/pgrstudents/>
- **UOM Counselling and Mental Health Services:** <https://www.counsellingservice.manchester.ac.uk/pgr/>
  - Has their own PGR services and workshops...!



**Humanities Doctoral Academy Support Hub**  
Ellen Wilkinson Building  
Ground Floor Block C entrance  
Open Monday-Friday, 9am-5pm



The screenshot shows the 'Student Support' page for PGR students. The header includes the University of Manchester logo and a search bar. The main content area is titled 'PGR Wellbeing' and features a navigation menu on the left with options like 'Student Support', 'Tailored support for specific communities', and 'PGR students'. The main text discusses the importance of mental and physical health during postgraduate research and provides links to various support services. A grid of six cards offers more details on topics such as 'Developing your Academic Identity', 'Managing Professional Relationships', 'Maintaining a Work Life Balance', 'Making Progress and Making the Most of Your Time', 'Making Connections and Creating Communities', and 'University Support Services'. At the bottom, there are links to 'Resources on Wellbeing for PGRs', including 'The Wellbeing Thesis', 'Six Ways to Wellbeing for PGRs', 'Wellbeing Flowchart for PGRs', and 'New to postgraduate research'.



# All the best!!

Have a great rest of induction 😊

[kara.ng@manchester.ac.uk](mailto:kara.ng@manchester.ac.uk)