

Researcher Development
Programme (RDP)
Handbook

MPhil/PhD

2018/19

DMU Doctoral College

De Montfort University

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Introduction



On behalf of De Montfort University (DMU) and the Doctoral College, I would like to welcome you to your research programme. As a postgraduate research student (PGR) working toward a PhD, MPhil or MA/MSc by Research, you need to complete an integrated programme of research training which is designed to equip you with the skills you need to complete your research. This handbook is a source of key information on the requirements and aims of what we call the Researcher Development Programme (RDP).

Early on in your research we will help you to identify your particular training needs through a Training Needs Analysis (TNA) (see page 9). From the outset, we aim to provide advice on how to get started in research; making sure that you have an effective understanding of what a research degree involves while also ensuring that you are aware of the many services and facilities available to you.

The RDP comprises of modules designed by researchers and information management specialists. The content is wide-ranging and includes training in generic skills common to research in all disciplines, such as ethics and integrity in research, the management of data and the presentation of research to an audience, as well as training to prepare you for specific stages in a research degree – such as the completion of your thesis and preparation for your viva. More specialised modules in methodological design and specific techniques relevant to your research programme complete the training package. The blend of subject-specific and generic training is very important to the consolidation of your profile as a research professional: partly because it assists your broad intellectual development, but also because cross-disciplinary research is becoming relevant to nearly all fields.

For PhD students in particular, your programme sets you on the path to become an independent researcher, leading you to make an original contribution to your field. But it is also a training programme – an experience that the University helps shape and support. To that end, throughout your period of registration we will provide you with the opportunity to complete a personal development planning record which allows you to reflect on your academic progress and identify skills for further development.

The RDP at DMU gives you the skills and confidence necessary to complete your research degree, as well as providing you with core knowledge of research practices that will sustain you in your research life beyond graduation. Plus, it's also a great way to meet other research students from across the University, allowing you to build friendships and make academic contacts across disciplines that will almost certainly have lasting impact on your career.

We hope you find the courses offered stimulating, enjoyable and useful. The Doctoral College is committed to providing support to help you get the best out of your research degree experience and wish you every success.

Laurence Brooks

(Director of the Doctoral College)

Research Training: the Background

In 2003 the Research Councils formed the UK GRAD programme, a body to help co-ordinate research training on a national basis and to provide residential training courses for Research Council funded students.

2008 saw the launch of Vitae, a new organisation to champion the professional and career development of doctoral researchers and research staff. Vitae builds on previous work by the UK GRAD programme and UKHERD and is supported by Research Councils UK (RCUK), managed by The Career Development Organisation (CRAC) and delivered in partnership with regional Hubs. De Montfort University is a member of the Midlands Hub Steering Group.

In 2010 Vitae extended the general principles of research training to all professional aspects of a researcher's career leading to the proposal of the Researcher Development Framework (RDF). Phase 1 of the RDF corresponds with those aspects relevant to research students and during the forthcoming year we will ensure that the research training provided at DMU matches the goals set by the RDF. This means that the research training you receive is fully aligned to national standards of quality.

Further information relevant to your experience as a research student can be found on the Vitae web-site at <http://www.vitae.ac.uk/> .

Contacts

Researcher Development Programme Enquiries

Queries relating to the Researcher Development Programme, information about the course schedules or reserving a place on a generic course should be referred to the:

Doctoral College

Gateway House, 3rd Floor

Phone: 0116 250 6242

Email: rtp@dmu.ac.uk

Research General Enquiries

If you have any general enquiries regarding other aspects of your research programme these should be referred to the:

Doctoral College

Gateway House, 3rd Floor

Phone: 0116 250 6309

Email: researchstudents@dmu.ac.uk

¹Since the publication of the QAA Code of Practice for the Assurance of Academic Quality and Standards in Higher Education, Section 1: Postgraduate Research Programmes (September 2004), increasing recognition has been given to the need to support students with appropriate training during the course of their research. Research Councils and other funding organisations request that all research students are given access to training in specialist and generic skills and taught how to apply appropriate research methodologies. Research Councils consider the development of these skills as a vital part of the research experience and produced a Joint Statement of Skills Training in 2002 (refer to Appendix A).

Researcher Development Programme (RDP)

As part of your research award you are required to attend a number of generic and discipline specific courses throughout your time at the University. These are organised centrally by the Doctoral College. The training you are required to undertake will be defined upon completion of your Training Needs Analysis (TNA) within myResearch; (see page 9). The Researcher Development Programme Handbook, schedules and exemption forms can be accessed online at: DMU -> Research -> Doctoral College -> Researcher development programme.

Attendance and Training Attendance Records

Attendance is **compulsory** for the entire duration of each course, failure to complete to the satisfaction of the presenter will be deemed as non-completion. An attendance register will be taken at each course; please ensure you sign the register each time you attend a course. Individual training attendance records which provide an overview of the courses you have can be provided upon request to the GSO or by viewing the relevant milestone in myResearch. Attendance certificates will be issued upon completion of your research degree.

Course Completion

This handbook provides full details of each of the courses offered. You are required to undertake all compulsory courses unless an exemption request has been approved; see below for further details on the exemption process.

Each course is designed to be relevant to the various stages of the research process. All compulsory courses are assigned to a group, which indicates whether the course is suitable for students at the beginning of their research or whether it should be taken in later years. An exemption request must be approved before the date the course is expected to be completed. The following table indicates when you are expected to complete courses within each group.

Course Group	Expected Completion For Full-Time Students	Expected Completion For Part-Time Students
Group A	Within 6 months of enrolment	Within 6 months of enrolment
Group B	Within 12 months of enrolment	Within 24 months of enrolment
Group C	Within 24 months of enrolment or before completion	Within 48 months of enrolment or before completion
Group D	Within 36 months of enrolment or before completion	Within 72 months of enrolment or before completion
Optional	Throughout period of registration – if desired, not compulsory.	Throughout period of registration – if desired, not compulsory.

We appreciate that part-time students have many commitments outside of their research degree. If you are studying part-time you are given a longer time period to complete the compulsory elements of the RDP, in line with the expected timeframe for completion of your research degree. The Doctoral College takes non-attendance very seriously and failure to attend courses booked, without prior notification, may affect your registration on the programme.

Exemptions

You may be eligible to apply for exemption from some of the compulsory courses you are required to complete, which, if available, will be shown in the individual course descriptions.

Exemption requests will only be considered if one or more of the following criteria can be met:

- the content covered by the course was studied at advanced level as part of a Masters level degree programme; evidence will need to be provided of this in the form of a transcript and a module outline;
- the content has been studied as part of another course at a level deemed suitable for doctoral research; certificates and details of course content will need to be provided as evidence;
- the student has previous work or research related skills, which have provided them with sufficient training in the topic covered; exemption requests via this route will require a written statement from both the student and supervisor.

If you would like to apply for an exemption please complete the relevant form within myResearch.

Remember to ensure any supporting documentation is included with your application. Approval of all exemption requests will be sought from the relevant Faculty Training Assessor and (FTA) the Research Training Committee (RTC).

Special Requirements

If you have any particular needs you would like the administrators or presenters to be aware of please notify us in advance of the course.

Contact the Doctoral College if you require:

- building or room access information;
- information on resources and equipment available to you;
- materials in an alternative format.

Course Schedules

Training courses are delivered from September to June each year with course schedules being produced twice each academic year. Schedules can be viewed online at: DMU -> Research -> Doctoral College -> Current Research students ->Researcher development programme -> Doctoral Training Programme Schedules.

Course Bookings

Places on each course are limited, so booking is essential. You can check availability of places and book to attend a course by email at rtp@dmu.ac.uk or by phone on 0116 250 6242.

You will receive email confirmation of your booking and an email reminder will be sent to you approximately one week prior to the course taking place. If you cannot attend a course for any reason it is vital you inform the Doctoral College as early as possible so your place can be offered to a fellow student. Please note bookings are not required for courses which are delivered online via Blackboard. If a course can be studied online this will be indicated in the relevant course description.

Where 'English Is Not the First Language' Requirements

If you are a student studying in the UK at De Montfort University and English is not your first language you are **required** to attend an English language initial assessment session at DMU, **within 6 months** of commencing your research.

The initial assessment requires you to undertake a written and spoken test to identify your level of English, to determine:

- if the level of English is of a satisfactory standard for undertaking study at MPhil or PhD level, in which case you will not be required to attend any further sessions;
- if the level of English requires further assistance, in which case you will be advised how many classes you must attend to attain the required level.

The course duration is highly dependent on the needs of individual students. Courses are held exclusively for research students and are targeted specifically at your needs. Please refer to the course description on page 21 for further information on the areas covered.

If you have been awarded the degree of MA, MSc, MBA, you will not be required to attend the English language sessions if the following two conditions are met:

1. the degree was awarded by a UK University within the 5 years prior to your enrolment on a DMU research degree programme,
and
2. you complete the exemption request within myResearch which requires your supervisors' approval.

Students Based Overseas

Courses offered through the Researcher Development Programme (RDP) are also compulsory for students who are located overseas and are available as online resources, through Blackboard.

PhD by Published Works

Students registered for a PhD by Published Works are exempt from completing the Training Needs Analysis (TNA) and all elements of the Researcher Development Programme (RDP), but optionally can attend any element of this programme.

Training Needs Analysis (TNA) and Personal Development Planning (PDP)

Training Needs Analysis (TNA)

As a research student you are expected to take considerable responsibility for managing your research project.

An essential part of this is having an understanding of your strengths; using these to your best advantage; and recognising areas you would like further development.

You are embarking on postgraduate research study not only with academic qualifications, but also with a wide range of skills. These are going to help you to be a successful researcher.

To enable the Doctoral College to identify a portfolio of training courses you will be required to complete the Training Needs Analysis (TNA) surveys which can be accessed in myResearch; full-time students are required to complete these within three months of enrolment; and part-time students are required to complete them within six months of enrolment.

The TNA surveys are online resources, and are available in myResearch under the milestone code GSOCM_TNA. Full instructions on how to complete the surveys can be found within the resources tab for the milestone and the surveys.

You are strongly encouraged to complete the TNA surveys soon after enrolment. This will help you acknowledge the training courses available to you; discuss a development plan with your supervisor; and come to a joint agreement of a development programme.

Completion of the TNA is currently optional for students undertaking PhD by Published Works.

The TNA surveys have been designed to help you:

- reflect on the skills you already have;
- think about the areas you may need to work on;
- learn about training opportunities and support that are available; and,
- plan how and when you are going to develop your skills.

Your annual review will provide an opportunity to reflect on research training skills you have developed and review the areas you still need to address or identify new development skills.

Courses Summary

Below is a list of all courses currently offered as part of the RDP; please see individual course descriptions for further information about the content of the course and whether exemption requests will be considered.

Compulsory Generic Courses for All Students

Students are required to attend all courses listed as compulsory. The table on page 1 identifies when each group must be completed by. Some students are exempt from compulsory courses (for more information on this, please see page 7).

Course Title and Code	Group
English Language for Academic Research Purposes (REST7104)	A
Intellectual Property Rights and Data Management (REST7103)	A
Literature Searching (REST7001)	A
Planning and Managing Research (REST7102)	A
Research Ethics and Integrity (Online Resource) (REST7525)	A
Research Student Induction Event (REST7101)	A
Presenting Your Research To An Audience (REST7201)	B
Writing Skills (REST7002)	B
Publishing Research Findings (REST7203)	C
Structuring and Completing Your Thesis (REST7301)	C
Preparing For Your Viva (REST7303)	D
Successful CVs, Job Applications and Interviews (REST7302)	D

Discipline Specific Courses

The following courses are discipline specific and are **not** compulsory for all students. You are only required to complete the courses allocated to your Faculty. For completion purposes MOST courses in this section are allocated to Group B, those that are not will have the completion Group identified. Please refer to the relevant course descriptions for further information.

Faculty of Arts, Design and Humanities -

Research Methods (REST7701) – Group A

Faculty of Business and Law

Introduction to Structural Equation Modelling (REST7714) Group A

Research Students Induction DAY (REST7716) – Group A

Faculty of Health and Life Sciences -

Introduction to the Faculty and Principles of Research in Health and Life Sciences (REST7016) – Group A

Health and Safety In Laboratories* (REST7015) – Group B

Institute of Creative Technologies (IOCT) -

Students registered within IOCT will be required to undertake the relevant compulsory training from within the most relevant Faculty. The Doctoral College will advise accordingly.

Faculty of Computing, Engineering and Media

Research Methods (REST7013) – Group B

Researching The Information Society (REST7045) *Optional*

Research Practices in Micro and Nano Sciences and Technologies (REST7046) *Optional*

Typesetting Documents with LaTeX (REST7043) *Optional*

Compulsory Course for Postgraduates Who Want To Teach

Effective Teaching and Learning at DMU (REST7017); This course is only compulsory for students who are planning to undertake any form of teaching at De Montfort University. Please note this course **must** be completed before any teaching activities commence. Refer to the course description for further information.

Optional Courses Available To All Students

These courses are **not** compulsory and are available to all MPhil/PhD research students who wish to attend.

Please see the course descriptions (later in this document) for further information.

Advanced Presenting Your Research to An Audience (REST7508)	Introduction to Quantitative Data Analysis Using SPSS (REST7506)
Career Networking for Researchers (REST7511)	Managing Data Using Excel (REST7504)
Career Options for Researchers – finding and managing a career that fits you (REST7543)	Poster Presentations: Effective Designs (REST7515)
Creating and Managing Large Documents (REST7003)	Producing Results in NVivo (REST7518)
Digital Footprint (REST7708)	Practical CV Workshop (REST7540)
Effective Presentation Using PowerPoint (REST7202)	Qualitative Methods: (Online Resource) (REST7526)
Exploring your research project with LEGO® SERIOUS PLAY® (REST7709)	Resilience During Your PhD (RSET7546)
Get That Job! – Success in job interviews and assessment days for Researchers (REST7544)	Social Media for Researchers (REST7706)
Good Academic Practice & Reference Management (online resource) (REST7517)	Starting a Project in NVivo (REST7514)

Interdisciplinary Research (REST7519)	Statistics In Quantitative Research (REST7041)
Intermediate Quantitative Data Analysis Using SPSS (REST7528)	Taking a Critical Approach To Your Research (REST7521)
Introduction to DMU Commons: Building Your Blog/Website (REST7707)	Winning Grant Funding (REST7507)
Introduction to Qualitative Data Analysis (REST7545)	Visualising and communicating your research with Infographics (REST7710)

We are continually enhancing our training course portfolio to meet the training needs of our research students. New courses will be piloted throughout the year and will be advertised to all students via Blackboard and the relevant training schedules.

Additional Support

Writing Development

The Centre for Learning and Study Support is based in Kimberlin Library in the Directorate of Library and Learning Services. We have a wealth of experience of working with research students at DMU and can offer a range of provision to support you with your research.

The Writing Group for Research Students

The Writing Group for Research Students is a small, friendly group that meets on a monthly basis in Kimberlin Library. It provides you with an opportunity to share your writing with other research students and hear ideas to improve your writing practice. Students from all levels and disciplines are welcome. For full details, including focus topics for each month, visit

<http://libguides.library.dmu.ac.uk/class/researchstudents> or contact Andrew Reeves on areeves@dmu.ac.uk

Thesis Drop-Ins

CLaSS runs monthly thesis drop-ins for research students offering a chance to discuss academic writing, research methodology and more. For more details visit

<http://libguides.library.dmu.ac.uk/class/researchstudents> or contact Andrew Reeves on areeves@dmu.ac.uk

Online and E-tutorials for Distance Learners

Online Tutorials are one-to-one 30 minute tutorials for PhD students delivered using Skype (or similar software), arranged at a time to suit you. Availability is limited each month. To book, contact Andrew Reeves on areeves@dmu.ac.uk. CLaSS also offers writing feedback by email to all distance learners via e-tutorials. We can look at a section of your work (500 words) but will not proofread whole documents. You can send an email to clasetutorials@dmu.ac.uk

One-to-one tutorials

Tutorials are 30 minutes and are a one-to-one session where you can discuss any aspect of your work. They can be booked in advance by emailing: clasetutorials@dmu.ac.uk

CLaSS Workshops

CLaSS workshops take place in eleven themed weeks across the academic year, and offer guidance and practical ideas to help you develop your academic work, and to make the most of your learning experience at University. For more information and to book, email: classtutorials@dmu.ac.uk

Thesis Boot Camp (annually, spring/summer 2018)

A weekend writing retreat for late-candidature PhD students. Contact: rtp@dmu.ac.uk

Shut up and Write (weekly)

This is an informal social writing session for DMU researchers, offering a chance to get some writing done in a quiet environment. No need to book a place. For venue details contact Jason Eyre: jeyre@dmu.ac.uk

Online Resources:

Higher Education Assignment Toolkit: <http://www.library.dmu.ac.uk/Support/Heat/>

Dissertation Toolkit: <http://libguides.library.dmu.ac.uk/class/disstoolkit>

See the CLASS LibGuide for more information on support for postgraduate researchers:

<http://libguides.library.dmu.ac.uk/class>

Statistics Advice

The Maths Learning Centre offers advice to research students whose work involves collecting and analysing quantitative (numerical) data.

A 50 minute advice session can be booked with the Maths Learning Centre in the Kimberlin Library if you would like:

- advice on what techniques might be appropriate,
- suggestions for sources to understand how to get the computer to do the calculations,
- explanations of how to do calculations manually if required.

The Maths Learning Centre is not able to:

- advise on the subject of the project,
- do the analysis,
- provide software support or advice,
- proof read.

Contact Chetna Patel or Yamuna Dass by emailing mlc@dmu.ac.uk, calling 0116 250 6432 or book an appointment with them through <https://goo.gl/TAcG9>

Access To Software Packages For RefWorks, NVivo and SPSS

RefWorks is software designed to allow you to input, organise, manage, retrieve and format lists of references (bibliographies). RefWorks is available on the internet via <https://refworks.com/refworks2/>.

NVivo and SPSS licences are currently centrally funded by the University. To obtain copies of this software you must fill in a form 'application for rights to install a personal copy'. These forms are available in the Doctoral College. Following completion of the form you will be able to obtain a licence code for installing a copy of the relevant software. Copies of the software CD for NVivo and SPSS are available from the Doctoral College. Alternatively NVivo and SPSS can be borrowed from the library.

Careers Advice and Guidance

The following contains details of courses specifically designed to help research degree students with many aspects of their career management including: making career choices, job-hunting, CV preparation, employer selection tests and interviews. Research degree students also have a dedicated careers consultant, Sally Cleere, for 1:1 careers appointments about any of these areas and for mock interview practice:

- You are encouraged to complete the compulsory online course 'Successful CVs, Job Applications and Interviews' beforehand if you want advice on these topics.
- Contact Sally (sally.cleere@dmu.ac.uk) to arrange an appointment or for advice via email.

Like all DMU students, you can also access the support provided centrally through the online portal called MyGateway and via the Student Gateway (in Gateway House on campus), the Unitemps recruitment agency and the careers web site.

My Gateway

- On line booking of appointments with central careers and other Student Gateway Services.
- Online booking to attend events
- Online jobs board including part-time jobs, Frontrunner internships and graduate jobs
- Submit a careers or other query online 24/7
- Much more!
- <https://mygateway.dmu.ac.uk/students>

For issues accessing the portal call 0116 257 7595

Unitemps

Earn whilst you learn, secure temporary work during your studies. www.dmu.ac.uk/unitemps

Careers Web Site

For more information and signposts to further resources such as our guide to working internationally and jobs database, Going Global. www.dmu.ac.uk/careers

If you are considering a career outside academia-then these services may be of interest:

- Employer visits and careers fairs (for networking and researching non-academic careers)
- Verbal Reasoning and Numerical Reasoning workshops¹
- Frontrunners (paid internships within DMU for work experience)
- The Enterprise Team (for setting up your own business/consultancy)

¹ Note 1: Many large and medium-sized employers in the private and public sector use 'psychometric' or 'aptitude tests' as part of their selection process. Even highly literate/ numerate students can fail these tests if they are unprepared. Workshops to help you understand what is involved are held on a regular basis from March to October. Check out the dates and book online via MyGateway.

Doctoral Training Programmes (DTP)

In October 2013, the University established a cluster of Doctoral Training Programmes (DTP) across its four faculties to provide specialist training in selected research fields. Most research students are assigned to one of the DTPs at enrolment and will subsequently be contacted by the relevant Faculty who will provide details of the training programme.

The aim of the DTPs is to enhance each student's training by creating an environment for intense dialogue within and across cognate disciplines. Seminars, workshops, presentations by eminent researchers, visits to our partner research centres and other networking opportunities are elements of the DTP experience. Facilitation of student-led events such as symposia and conferences is increasingly part of the agenda of DTPs, giving you the opportunity to develop and exercise a new range of organisational and leadership skills.

The DTP training is in addition to the Discipline Specific Courses. We hope you take full advantage of the opportunities offered by the DTPs to enhance your knowledge of your field and cognate disciplines, while encouraging you to make a positive contribution to the DMU research community.

DTP Co-ordinators 2018

Faculty of Arts, Design and Humanities

Theory and Practice of Design and Innovation

DTP Co-ordinator: Grahame Hudson and Peter Ford

"Design is what links creativity and innovation. It shapes ideas to become practical and attractive propositions for users or customers. Design may be described as creativity deployed to a specific end". Sir George Cox, DMU Honorary Doctor of Design 2007, in the Cox Review of Creativity in Business published in 2005.

The School of Design at De Montfort University (DMU) is recognised internationally as being at the forefront of research and development in the field of design and new product development. At postgraduate level it runs courses in design innovation, digital design, interior design, product design and design management and entrepreneurship. The new Doctoral Training Programme (DTP) in Theory and Practice in Design and Innovation is led by Professor Peter Ford, Professor of Design and an internationally renowned team of academics from many different design disciplines across the Faculty of Art Design and Humanities with research links to all the other DMU Faculties. The Theory and Practice in Design and Innovation DTP offers students the opportunity to study modules from the MA programmes of the School of Design as well as bespoke lectures and other modules from related DTP's across the university.

Leicester and East Midlands are both renowned centres of design and creative businesses and the School has close links with industry and is involved in many applied research and contract research projects with small and medium enterprises, larger companies and voluntary sector organisations throughout the region. It has longstanding international links with some of the world's leading innovative and creative universities.

Humanities

DTP Co-ordinator: Deborah Cartmell and Gabriel Egan

The Humanities Doctoral Training Programme aims to provide research experience for Humanities students and includes training in the following areas;

- English
- History
- Visual Histories

The Humanities training offers students practical workshops in getting published, ethics, intellectual property and copyright, presenting work, teaching and research skills. Plans for 2016-17 also include a Christmas social event and a research trip to the British Film Institute and/or the British Library.

In addition to the Humanities training, separate strands are offered in English, History and Photographic History. Details of the course are regularly updated on Blackboard (REST7803).

History

DTP Co-ordinator: Panikos Panayi

The history strand has the key aim of introducing postgraduate research students to the central methodologies and skills involved in carrying out primary research in history. A range of themes will receive attention including: the ways in which historians can utilise newspapers as both sources of information and gauges of public opinion; the range of material available online tackling the latest methodologies and also offering guidance on distinguishing between reliable and unreliable websites. There will also be case study of the use of archives in the study of the history of sport. There will further be a presentation on how historians can reach a wider audience by focusing upon public history, heritage and archives. The issue of oral history will also receive attention by focusing upon both the process of carrying out interviews and utilising already existing material. The sessions will take place in a half day workshop structure with presentations from De Montfort historians acting as sparks for discussion on historical methodologies.

Visual Histories and Visual Methods

DTP Co-ordinator: Kelley Wilder

This flexible programme is led by DMU's unique Photographic History Research Centre (PHRC), along with the Cinema and Television History Centre (CATH). It provides high-level training over a diverse range of visual history, visual culture and digital humanities in both analogue and contemporary digital environments.

It aims to provide research skills, bridging archive, technology and content, in the historical dimensions of digital humanities in order to build future research synergies in the field by providing students with the very best foundation in both classic modes of analysis and in an understanding of the historical and cultural groundings of new approaches. Classes include; the practical, such as managing visual sources and building databases; methods, such as visual archive techniques and key methodological approaches; and major the introduction to the 'visual' application of theoretical strands such as actor network theory, the multi-sensory image or the work of Jacques Rancière. It is open to all research students with 'visual' interest and aims to provide them with a set of practical, critical and analytical skills that will enable them to embed innovative visual analysis as a central methodology over a wide range of subject matters, forms and approaches.

Faculty of Business and Law

Business and Law

DTP Co-ordinator: Seun Kolade

Website available at: <http://www.dmu.ac.uk/about-dmu/schools-and-departments/leicester-business-school/doctoral-training-programme-.aspx>.

Faculty of Health and Life Sciences

Applied Social Sciences

DTP Co-ordinator: Sally Ruane

The Applied Social Sciences Doctoral Training Programme at De Montfort University (DMU) aims to create an excellent research experience enabling you to develop as a researcher in a wide range of social science fields, including:

- health, health care and health policy,
- crime and justice,
- ethnicity and diversity and,
- social work and social justice, including youth studies and caring.

Your research topic could involve the study of individual encounters, group behaviour, institutional processes and community practices, the advancement of public services, or broader questions of policy formulation at national and international level.

Bioanalysis, Pharmaceuticals and Health

DTP Co-ordinator: Martin Grootveld

This Doctoral Training Programme (DTP) links together essential research elements of staff of the Leicester School of Pharmacy (LSP) with those of the School of Allied Health Sciences. In view of its focus on 'state-of-the-art' modern research culture, this DTP will provide a scope of training programmes which are selectively tailored for the differing requirements of postgraduate (PG) research students, together with opportunities for them to participate in broader interdisciplinary projects targeted at meeting major research challenges presented by the public services and industry, particularly those based in the Advanced Bioanalytical Science/Chemistry for Health, Pharmacology, (including Cell Biology/Genomics), Biomedical and Environmental Science, and Pharmaceutical Technologies areas, which represent four differing (but nevertheless highly collaborative) streams of this DTP.

Major objectives of this DTP are the design, development and applications of novel therapies, technologies and bioanalytical diagnostics for application to a wide variety of clinical, clinically related and pharmaceutical/pharmacological research problems at regional, national and international levels.

Key Features: Free access to appropriate taught postgraduate modules; opportunities for the selection of cross-faculty and, where appropriate, inter-institutional PhD programmes; personalised professional development programmes (PDP's); access to travel to collaborating laboratories, and relevant scientific conferences, both at national and international levels (opportunities will be made available for the acquisition of travel allowance funding); focus on translational research with other faculties, collaborating universities, industry, and clinical researchers, where appropriate.

Faculty of Computing, Engineering and Media

Intelligent Systems

DTP Co-ordinator: Feng Chen

The Doctoral Training Programme (DTP) in Intelligent Systems (IS) at De Montfort University is an exciting programme supported by academics that have an international reputation in both the theory and the application of AI and conducts research in areas such as evolutionary computation, fuzzy logic, artificial neural networks, consensus, decision making optimisation and robotics. Further, very topical areas of application have now begun to flourish and these include: intelligent application for transport solutions; intelligent applications for assisted living; intelligent decision making in social networks. DMU's DTP IS offers students the chance to attend modules from specialist MSc courses across the faculties along with specialist training and seminars aimed specifically at DTP students. DTP students will be able to specialise in any of these (or related) areas either from a theoretical or an applications perspective.

For full details visit our website at www.dmu.ac.uk and search for Intelligent Systems Doctoral Programme.

Cyber Security and Software Technology

DTP Co-ordinator: Feng Chen

The Cyber Security and Software Technology Doctoral Training Programme run at De Montfort University is led by a world-class team of academics from many disciplines across all faculties, including Psychology, Law, English and Computer Science. We have a well-deserved reputation for nurturing leading experts who are passionate about protecting the human experience in the cyber world and specialists in the design and analysis of future computing systems. The programme meets the needs of the public and private sector and will help you to become a skilled, flexible and knowledgeable researcher who will be fully able to meet the challenges associated with providing a safe, secure and prosperous environment that encompasses smart systems, critical infrastructures and cyber space. The DTP is supported by the Cyber Technology Institute, including Cyber Security Centre (CSC), Software Technology Research Laboratory (STRL) and Context, Intelligence and Interaction Research Group (CIIRG). The students have access to the groups' Industrial Advisory Group consisting of Airbus Group, Deloitte, Rolls-Royce, and BT, who are advising and supporting our research on Cyber Technologies.

DTP students are offered the chance to attend modules from specialist MSc courses across the faculties along with a bespoke lecture series in aspects of cyber technology from DMU specialists and world-leading experts in the field. Each student will have a training programme developed specifically for them, designed to fit with their study patterns, their needs in terms of their PHD topic and the broader programme for each student will be to ensure that they feel part of a coherent research community and that they have a network of fellow students from a range of disciplines for support and inspiration. The structure of the training programme is designed to be flexible and to fit with both full-time and part-time PhD study.

Modules offered (this is an indicative list and not exhaustive) are:

Foundations of Cyber Security	Cyber Threat Intelligence
Cyber Engineering	Professional Practice in Forensics and Security
Security	Approaches to the Study of Wellbeing
Professional Practice in Forensics and Security	Cyber Law and Ethics
Approaches to the Study of Wellbeing	Advanced Requirement Engineering
Research Methods	Pervasive Systems
Software Quality Assurance and Testing	Software Engineering for Dependable Systems
Formal Methods Engineering	Advanced Topics in Security and Forensics
Systems	
Advanced Topics in Software Engineering	

Website available at

<http://www.dmu.ac.uk/study/technology/doctoral-training-programme/cyber-security-doctoral-programme.aspx>

Information Society

DTP Co-ordinator: Feng Chen

Website available at <http://www.dmu.ac.uk/research/research-faculties-and-institutes/technology/centre-for-computing-and-social-responsibility/postgraduate-study.aspx>.

Practice-Based Research

DTP Co-ordinator: Sophy Smith

In the contemporary creative technologies research environment, which crosses multiple disciplines, text alone does not adequately describe what we do as researchers in dance, design, drama, fine art, music, information technology, performing arts and photography. The Practice-Based Research DTP will give you the opportunity to learn from world leading experts in practice-based research through our tailored seminar series and tutorials designed to meet your needs at different stages of progress in your studies. The programme will include:

- Introduction to practice-based research
- Theory and Practice
- Methodology
- Demonstration and Evaluation
- Documentation and the Thesis
- Case Studies

In addition, we provide online support and expect you to participate in our research community activities. The DTP is coordinated by Professor Sophy Smith (ssmith05@dmu.ac.uk).

Engineering and Sustainable Development

DTP Co-ordinator: Mark Lemon

The DTP in Engineering and Sustainable Development starts from the premise that most of the research and PhD studies undertaken within the Institute of Sustainable Development is both grounded in real world issues and requires a multi-disciplinary approach. This is reflected in the DTP programme which will consist of a research methods induction and specialist sessions throughout the year. The induction sessions will cover an introduction to the research process; different approaches to research and core research skills relating to time management, referencing etc. It will also introduce generic themes that will be presented in more detail through the specialist sessions and through various MSc Modules. Research students will also have access to the web based learning material for these modules. An overview of the topics covered by the DTP is provided below:

Contextual Material

- Investigating sustainable development – an integrative triple bottom line approach;
- Researching communities and organisations;
- Towards resource efficient and more sustainable design;
- Life cycle assessment.

Generic Material

- An introduction to sustainable development;
- An introduction to research and research ethics (research paradigms and traditions, the research process, writing practice and ethical considerations);
- Action and participatory research (including qualitative and quantitative approaches and tools);
- Systems thinking and sustainability;
- An introduction to computer based modelling.

An important feature of this DTP will be the running of bi-monthly workshops and seminars with practitioners and policy makers; the teaching team have an extensive network of contacts to support this and will present their own research on a regular basis. Student researchers will also be expected to contribute to this seminar series. Website available at <http://www.dmu.ac.uk/study/technology/doctoral-training-programme/sustainable-development-doctoral-programme.aspx>.

Group 'A' Generic Course Descriptions

Courses in this group are compulsory, unless otherwise stated, and must be completed within 6 months of enrolment, irrespective of whether you are registered as a full-time or part-time student.

Courses are held regularly throughout each year and it is recommended you attend as soon after you enrol to fully benefit from the information provided.

To reserve a place on courses in Group 'A' please contact the Doctoral College on 0116 250 6242 or by email at rtp@dmu.ac.uk.

English Language for Academic Research Purposes (REST7104)

Course Description:

This course is compulsory for students where English is not their first language and is targeted specifically at individual needs.

The following topics are covered:

- academic writing skills,
- presentation skills,
- general English language skills,
- advice on form filling,
- writing summaries, abstracts and journal articles.

By the end of this course students will be able to understand the writing conventions of a thesis/journal article and produce both genres using appropriate academic style and lexis.

This face to face course is supported by online resources: these materials can be used as an introduction before you start, to support you while you are attending the face to face sessions or to remind you of what was covered once you have completed the course.

Exemptions: Requests for exemption will be considered.

Intellectual Property Rights and Data Management (REST7103)

Course Description:

This is an introductory course to the concepts of and University regulations concerning intellectual property rights and data management as they apply to research.

This course will:

- introduce postgraduates to the concept of intellectual property rights (IPR) and data management, with discussion on, patents, trademarks, etc.; special emphasis will be given to copyright when conducting research,
- make postgraduates aware of the University's protocols regarding IPR arising from research and data protection,
- outline the impact of Data Protection and Freedom of Information Legislation and the management of research records,

- provide an understanding of the need to take account of information legislation in conducting research and know where to find assistance to deal with it.

Exemptions: Requests for exemption will be considered.

Literature Searching (REST7001)

Course Description

In this course we focus on how to conduct an effective literature search, which will form a critical part of your research.

It is recommended you complete this course at the earliest opportunity as it forms an important foundation for your future research. This course will:

- Review how to develop a strategy for undertaking the initial literature search,
- Outline databases and sources to find different types of literature,
- Develop advanced searching and citation searching techniques,
- Offer advice on how to remain up to date with the literature throughout the course of your research,

By the end of this course you will be able to:

- Develop and implement a search strategy using key resources relevant to your discipline
- Identify and use appropriate tools to stay up to date in your discipline

Delivery

This course can either be taken by attending a face to face workshop or online via Blackboard. We recommend that you sign up for the face-to-face session as this will enable you to talk through your literature searching with a subject librarian and discuss strategies with your fellow students. The dates of the workshop are detailed in Blackboard and can be booked by contacting rtp@dmu.ac.uk However, an online version is available if you are unable to attend in person or prefer to study online.

Exemptions: Requests for exemption will be considered.

Planning and Managing Research (REST7102)

Course Description:

Starting a research project, whether your aim is to achieve a PhD or an MPhil degree is a major undertaking for any student.

This course aims to help you through the early stages of the research process, preparing you to successfully determine the direction of your research and plan and manage your project.

This course will:

- establish the differences between doctoral and masters level research,
- look at what makes a good research degree,
- provide assistance in defining your aims and objectives,
- enable you to review your current time management practices and develop new ones,

- assist you in scheduling and timetabling a project effectively,
- examine possible obstacles to achieving your goals and how to reduce or eliminate their impact.

Exemptions: Requests for exemption will be considered.

Research Ethics and Integrity: (REST7525)

Course Description:

This online Blackboard course is designed to give you some detailed understanding of research ethics and integrity and the role it plays in your studies as a research student.

The key learning objectives are:

- to gain an understanding of the history and motivation behind modern research ethics and integrity,
- to gain an understanding of the broad range of topics in research ethics and integrity,
- to gain an understanding of the topics in research ethics that are specific to your discipline,
- to gain an understanding of the research integrity and how to conduct your research with integrity,
- to be able to identify and address the ethical issues specific to your research from inception through to completion.

To be able to accurately and thoughtfully complete your research ethics review form.

Exemptions: Requests for exemption will be considered.

Research Student Induction Event (REST7101)

Course Description:

This course will provide you with information you need to be aware of at the start of your research.

This is an excellent opportunity to meet students from other areas and to be able to talk to other students in the same situation as you.

This course must be completed in person; a refresher course is available online.

Topics covered will include:

- an introduction to the University and the research environment,
- code of practice incorporating research degree regulations and procedures,
- the registration process,
- an introduction to Library facilities for research students,
- the Researcher Development Programme,
- Training Needs Analysis.

Group 'A' Discipline Specific Descriptions

Courses in this group are compulsory, unless otherwise stated, and must be completed within 6 months of enrolment, irrespective of whether you are registered as a full-time or part-time student.

Courses are held regularly throughout each year and it is recommended you attend as soon after you enrol to fully benefit from the information provided.

To reserve a place on courses in Group 'A' please contact the Doctoral College on 0116 250 6242 or by email at rtp@dmu.ac.uk.

Faculty of Arts, Design and Humanities

Research Methods (Online Resource) (REST7701)

Course Description:

This is a compulsory course which will give you an overview of Research Methods in Arts, Design and Humanities, including:

- Identifying your research objectives
- Establishing appropriate research methodologies
- Gathering your data
- Analysing your data
- Research methods in practice including various case studies

Exemptions: Exemptions based on prior experience and learning will be considered. Students should contact the Faculty to obtain an exemption form and to discuss with their first supervisor.

Faculty of Business and Law

REST7714 Introduction to Structural Equation Modelling

Mode – Face to Face

Course Description:

This course introduces participants to Structural Equation Modelling, a multivariate statistical analysis technique that combines factor analysis and multiple regression to analyse structural relationships between measured variables and latent constructs. A key benefit of this approach is that it allows the researcher to estimate multiple and interrelated relationships in a single analysis.

Objectives:

This course will help you to:

- Understand and explore the relationship between observed measurements and latent constructs of interest.
- Undertake graphical specifications of measurement models.
- Undertake exploratory and confirmatory factor analyses.
- Begin to explore procedures for model testing, including model fitting and use of modification indices.

Level: Advanced Beginner (assumes some prior knowledge of statistics and quantitative data analysis)

REST7716 Research Students Induction Day: Business and Law

Mode – face to face

Course Description:

This event holds at the beginning of the academic year, and it is mandatory for all new doctoral students. This event will provide you with information you need to be aware of at the start of your research. This is an excellent opportunity to meet students from other areas and to be able to talk to other students in the same situation as you. This course must be completed in person, but a refresher course is available online.

Objectives:

Topics covered will include:

- An introduction to the University and the research environment,
- Code of practice incorporating research degree regulations and procedures,
- The registration process,
- An introduction to Library facilities for research students,
- The researcher development programme,
- Training Needs Analysis.

Level: Beginner (No prior knowledge or experience required). This event will be led by Prof. Felix Arndt and Dr Seun Kolade.

Faculty of Health and Life Sciences

Introduction to the Faculty and Principles of Research in Health and Life Sciences: (REST7016)

Course Description:

This COMPULSORY course will provide an opportunity for you to meet with the Faculty Head of Research Students Dr Tina Harris AND THE Doctoral Training Programmes leads within Health and Life Sciences; Dr Sally Ruane (applied Social Sciences DTP) and Professor Marin Grootveld (Bioanalysis and Health DTP). The course is designed to gain an understanding about the procedures that will govern your time as a research degree student within the Faculty. You will gain an understanding of principle elements of hypothesis-driven research methods, appropriate methods of data gathering and analysis and the ethical constraints on research in Health and Life Sciences. In addition, you will gain an understanding of the development available to you within the Doctoral Training Programmes in Health and Life Sciences.

At the end of the session you will:

- be aware of facilities available for research students within the Faculty.
- have met with other research students from the Faculty of Health and Life Sciences
- have learned about the opportunities which exist for research methods training to support your PhD studies and other development opportunities such as networking and teaching.
- have learned about opportunities which exist to participate in and make a contribution to the research culture of the Faculty

- outlined your own research to other research students
- have discussed your proposed methodology with other research students
- have exchanged information about useful approaches to data collection
- have an opportunity to ask questions

Exemptions

Requests for exemptions will NOT normally be considered.

Group 'B' Generic Course Descriptions

The courses in this group are compulsory and must be completed within 12 months of enrolment if you are a full-time student and within 24 months of enrolment if you are a part-time student. To reserve a place on courses in Group 'B' please contact the Doctoral College on 0116 250 6242 or by email at rtp@dmu.ac.uk.

Presenting Your Research to an Audience (REST7201)

Course Description:

You need to demonstrate the value of your research and you want your research to have an impact. You will need to 'sell' your research to:

- get a job,
- get funding for further research,
- convince others to use your findings,
- get others to come and work with you.

This course will help you in preparing to present your research at meetings, seminars and conferences.

This course is available to attend face to face or can be completed online.

By the end of this course you will be:

- aware of the importance of considering your audience,
- aware of the process of effective preparation,
- able to identify what 'not to do' when presenting your research,
- able to identify features of effective spoken communication,
- aware of a range of ways in which you can present your research.

Exemptions: Requests for exemption will be considered. If you are already an experienced teacher/lecturer then you may not need to attend this course.

Writing Skills (REST7002)

Course Description:

Aimed at first year students, this course will help you overcome many of the barriers to writing effectively, producing reports and ultimately your thesis.

Objectives are to:

- consider different writing styles and approaches,
- identify ways to improve your writing,
- develop your writing style through short writing exercises aimed at the completion of your transfer report and/or thesis.

You will also have the opportunity to share and work on a piece of your own writing.

For further information, please contact (Dr.) Arina Cirstea, Lecturer in CLaSS (arina.cirstea@dmu.ac.uk).
Exemptions: Requests for exemption will be considered.

Group 'B' Discipline Specific Course Descriptions

The courses in this group are compulsory. Compulsory courses must be completed within 12 months of enrolment if you are a full-time student and within 24 months of enrolment if you are a part-time student.

To reserve a place on courses please contact the Doctoral College on 0116 250 6242 or by email at rtp@dmu.ac.uk.

Faculty of Health and Life Sciences

Health and Safety in Laboratories (REST7015)

Course Description:

This course is only COMPULSORY for students who will be working in the laboratory or similar setting during their research. This course will introduce postgraduates to the concepts and up-to-date regulations concerning safe working in laboratories.

By the end of this course you will have gained a sound understanding of the application of Health and Safety in a laboratory environment at DMU, it will give you basic information, sign posting and support to ensure you adhere to DMU policy and rules.

Exemptions: Requests for exemption will be considered.

Faculty of Computing, Engineering and Media

Research Methods (REST7013)

Course Description:

The aim of this COMPULSORY course is to prepare graduate students to undertake and fulfil the requirements for master and/or doctoral studies.

You will be required to complete this course before, if applicable, you transfer. Selected topics will include:

General

- how to do research,
- how to theorise,
- carrying out a literature review,
- claims and disclaimers: knowledge, reflexivity and representation in computing and engineering research,
- deductive and inductive thinking,
- common errors made in research,
- defining the research problem,
- the evolution of research methodology,
- writing, presenting and disseminating research,
- the research process,
- on good research: persuasibility and generalisability.

Specific

- abduction? deduction? induction? is there a logic of exploratory data analysis?
- confounding variables and evaluation design
- general statistical concepts

Students will also be required to attend workshops on two or three talks from Active Researchers. Each module will consist of two full days with the appropriate number of lectures/workshops for this time scale. Selected topics will be given as lectures, each of 20-30 minutes duration. Teaching materials for the course will be made available for distance learning via Blackboard.

Exemptions: Requests for exemption will be considered.

Group 'C' Generic Course Descriptions

Courses in this group are compulsory and must be completed within 24 months of enrolment if you are a full-time student and within 48 months if you are a part-time student.

Courses are held regularly throughout each year. To reserve a place on courses in Group 'C' please contact the Doctoral College on 0116 250 6242 or by email at rtp@dmu.ac.uk unless otherwise indicated.

Publishing Research Findings (REST7203)

Course Description:

This is not a year one course but should be completed towards the end of year two or in year three. This course must be completed in person, but a refresher is available online.

As a researcher you will be expected to publicise your work to a wider audience. You will find that it furthers your own career if you publish as much as possible. On completion of this course you will have an understanding of:

- the criteria for selecting journals appropriate to your needs,
- the procedures for submitting articles to journals,
- the refereeing (peer review) process,
- developments relating to online publishing and open access journals

You will also have some insight into:

- how to respond to referees' comments,
- the commercial and political context of journal publishing,
- the informal, unwritten aspect of the publishing process.

Exemptions: Requests for exemption will be considered. Students studying for the award of MPhil only will receive automatic exemption.

Structuring and Completing Your Thesis (REST7301)

Course Description:

This course will offer guidance on organising, structuring and completing your thesis.

By the end of this course you will be able to:

- understand the organisation and structure of the thesis,
- be aware of university regulations relating to thesis composition,
- produce a timetable for completion of the writing up of your research,
- identify the characteristics of a good and a bad thesis.

Exemptions: Requests for exemption will be considered.

Group 'D' Generic Course Descriptions

Courses in this group are compulsory and must be completed within 36 months of enrolment if you are a full-time student and within 72 months if you are a part-time student.

Courses are held regularly throughout each year.

To reserve a place on courses in Group 'D' please contact the Doctoral College on 0116 250 6242 or by email at rtp@dmu.ac.uk.

Preparing For Your Viva (REST7303)

Course Description:

This course is intended for students who are close to submitting their thesis and will offer guidance on preparing for your viva examination. This course is available to attend face to face or can be completed online.

At the end of this course you will:

- understand the format and purpose of the viva examination,
- know how to devise a strategy for preparing for the final viva,
- have viewed an example of a simulated viva examination,
- have participated in a role play of a viva,
- have had a chance to discuss your viva concerns with others.

By the end of this course you will be prepared for the viva examination.

Exemptions: Requests for exemption will NOT be considered.

Successful CVs, Job Applications and Interviews (Online Resource) (REST7302)

Course Description:

Contributes to the Researcher Development Framework descriptor that a successful researcher at this stage '*presents own skills, personal attributes and experiences through effective CVs, applications and interviews*'.

Knowing how to sell yourself on your CV, on an application form and at interview are essential skills for career success. This online course will help you to understand how recruitment works from the employer's point of view and practise the skills needed to succeed at each stage of the process.

By the end of the course you will have:

- considered what employers are typically looking for in prospective employees and how recruitment processes differ between large and smaller organisations,
- gained skills and knowledge that will help you complete applications independently,
- recognised the components of an effective answer to a competency question using the STAR model,
- identified some typical differences between academic and non-academic CVs and what to include in each to improve your chances of being invited for interview,

- viewed some videoed interview answers and critiqued them using the STAR approach,
- reflected on how to improve your interview preparation, and your performance during interview.

Once you have completed this online course, you can get face to face support by booking a 1:1 appointment or attending the optional short courses 'Practical CV Workshop for Researchers (REST7540)' and 'Get that Job – Success in job interviews and assessment days for Researchers (RSET7544)'. After completion, you can access the course presentations and materials as often and whenever you need them.

Participant feedback – “What have you achieved from this online course?” “A better understanding of the interview process and the production of CV’s”.

Exemptions: Requests for exemption will be considered

Group 'D' Discipline Specific Course Descriptions

Courses in this group are compulsory depending on your discipline. Compulsory courses must be completed within 36 months of enrolment if you are a full-time student and within 72 months of enrolment if you are a part-time student.

To reserve a place on courses please contact the Doctoral College on 0116 250 6242 or by email at rtp@dmu.ac.uk.

Compulsory Course for Postgraduates Who Want To Teach

This course is ONLY COMPULSORY for students who plan to teach, demonstrate or take tutorials/seminars at De Montfort University and must be completed before teaching activities commence.

Courses are held regularly throughout each year.

For further information on this course and to reserve a place please contact Staff Development Bookings via email at staffdev@dmu.ac.uk. In the event that you are no longer able to attend after booking please inform Staff Development Bookings so that your place can be offered to someone else on the waiting list.

Effective Teaching and Learning at DMU (REST7017)

Course Description:

This 3 day course is designed for postgraduates who teach in any discipline. It considers a range of approaches to learning, teaching and assessment with a very practical focus.

Topics covered will include principle of session design, small group teaching, an introduction to DMU Relay, presentation skills, assessment and feedback. The course will focus on teaching and learning at DMU, which is underpinned by the Universal Design for Learning approach. All 3 days must be attended in order to receive the certificate. The programme serves as the pre-requisite for the PGCLTHE.

This course is aligned with the HEA UK Professional Standards Framework (<http://www.heacademy.ac.uk/ukpsf>) and participants who have a teaching workload can work towards a claim for Associate Fellowship of the HEA upon successful completion of the course.

Exemptions: Requests for exemption will be considered

Generic Optional Course Descriptions

Courses in this group are optional and available to all students during their period of registration.

Courses are held regularly throughout each year.

To reserve a place on these courses please contact the Doctoral College on 0116 250 6242 or by email at rtp@dmu.ac.uk unless otherwise indicated.

Advanced Presenting Your Research to an Audience (REST7508)

Course Description:

This course will enable students to further develop skills of effective presentation skills.

Participants will be required to deliver a ten minute presentation to a small group of students and also listen to other student presentations.

Students will watch and review all presentations and provide feedback to individuals on their style of delivery.

By the end of the course participants will have:

- reviewed the skills required for effective presentations,
- delivered a ten minute presentation which will have been video recorded,
- received feedback about their presentation.

Career Networking for Researchers (REST7511)

Course Description:

Contributes to the Researcher Development Framework descriptor that a successful researcher at this stage '*begins to establish a career network*'.

Personal networking, meeting and developing relationships with people, is important to career development. In this workshop you will explore what is meant by networking, how it can help you, the value of your current network, and how to develop it further.

By the end of the course, students will be able to:

- list ways in which personal networking can contribute to research career progression and development
- evaluate their own career network
- plan steps to enhance and develop their own career network
- describe ways of communicating and interacting with people that build rapport

Participant feedback – “What have you achieved from this course?” “Ability to start networking or develop it”.

Career Options for Researchers – finding and managing a career that fits you (REST 7543)

Course Description:

Contributes to the RDF descriptors that a successful researcher at this stage ‘sets realistic and achievable career goals’, ‘takes ownership for and manages own career progression’ and ‘identifies and develops ways to improve employability’.

Career management is about how you influence the direction and progression of your career. Employability is having the skills, experiences and qualities desired by a variety of employers and opportunities so that you always have options in the labour market. This workshop will help you to develop the career management and employability skills that are needed whatever career path you take after completing your PhD. Only a minority of research students progress into a research career, but the rest have rewarding, fulfilling and challenging careers in a wide variety of fields. In this workshop, you’ll generate your own requirements for a career and start to research options that might make a fit.

By the end of the course, students will be able to:

- identify factors that will affect career choice, including skills, personality and values,
- have begun to explore how to use these factors to make career choices.
- describe different approaches to career management,
- explain what ‘employability’ is and its importance to career development,
- know how to use detailed information on what makes researchers employable,
- identify some practical ways of improving their own employability.

Participant feedback – “Glad I attended this course, I didn’t realise the importance of such a course until I did attend.”

Participant feedback – “What have you achieved from this course?” “A greater awareness of what I need to do alongside my PhD research to further my employability.”

Creating and Managing Large Documents (Online Resource) (REST7003)

Course Description:

This is an optional course that. Is accessible for you to complete **online only**.

Creating and Managing Large Documents covers advanced knowledge applications of Microsoft Word. It is advisable that you have a good understanding of Microsoft word before you start the course.

The **advanced course** will focus on how to get the best out of Microsoft Word when producing reports, academic papers, or longer documents.

By the end you will be able to:

- create and apply templates,
- use styles effectively to control the appearance of a document,
- know how to outline and plan a document,
- ensure consistency of appearance,
- use a selected range of automated features provided with MS Word,
- create macros and use auto corrects.

Further training documents and associated training files can be downloaded from the web page at the link below:

<http://dmu.ac.uk/about-dmu/professional-services/information-technology-and-media-services/it-training.aspx>

Digital Footprint (REST7708)

Course Description:

This optional course will explore how the use of the internet, especially social media and social networking, creates a digital footprint – an image of you in the online world that is visible to others. With an emphasis on your professional profile, this session will explore what impact your digital footprint might have, how you can ‘uncover’ it, and how you can capitalise on it. This session would be of interest to anyone who wishes to learn how their actions in the online world can shape your digital identity today and in the future.

<https://www.vitae.ac.uk/researchers-professional-development/about-the-vitae-researcher-development-framework>.

The session will focus on linking the issues around our digital footprint to researcher development, through the Vitae RDF, and especially in terms of developing the following capabilities:

A1: Knowledge Base

B3: Professional and career development

C1: Professional conduct

D2: Communication and dissemination

D3: Engagement and Impact

Effective Presentation Using PowerPoint (Online Resource) (REST7202)

Course Description:

This is an optional course that is accessible for you to complete **online only**.

PowerPoint is a commonly used tool to aid and assist you in giving an oral presentation.

This session will cover the following topics:

- issues to consider when designing your presentation,
- how to get the most out of PowerPoint,
- creating a simple presentation,
- designing the layout and applying an appropriate colour scheme,
- adding graphics, sounds and movies to your presentation,
- animation effects.

Further training documents and associated training files can be downloaded from the web page at the link below:

<http://dmu.ac.uk/about-dmu/professional-services/information-technology-and-media-services/it-training.aspx>.

Get That Job!- Success in job interviews and assessment days for Researchers (REST7544)

Course Description:

Contributes to the RDF descriptor that a successful researcher at this stage ‘*Demonstrates self-awareness and the ability to identify own development needs*’, ‘*becomes familiar with employers’ requirements and develops skills accordingly*’ and ‘*presents own skills, personal attributes and experiences through effective CVs, applications and interviews.*’

This practical skills workshop follows on from the compulsory online course ‘*Successful CVs, Job Applications and Interviews*’ .

The aim of this session is to improve your performance in job interviews and assessment tests. Accordingly, most of the session is about ‘*doing*’. So, you will draft your own responses to typical interview questions and then practise being interviewed. There is also an opportunity to learn through observing and giving/receiving feedback. As a result of the workshop, you will gain improved interview skills and a better understanding of how to present yourself. It will also provide an introduction to a range of selection methods used in the graduate job market. It will explore good practice in assessment centre preparation, performance and review, and provide an opportunity to look at a range of psychometric tests and how to handle them.

By the end of the course, students will be able to:

- explain why employers use assessment days,
- outline a strategy for dealing with interviews and assessment successfully,
- list tasks and activities that typically are used within assessment along with ways of dealing with them,
- understand the different types of selection tests and how to do well within them.

Participant feedback – “What have you achieved from this course?” “Ability to understand how complicated it is getting a job and passing the test”

Participant feedback – “It is a very useful workshop regarding career and skills”. “We learnt how the interviewer thinks”

Good Academic Practice & Reference Management (REST7517)

Course Description:

Understanding academic referencing conventions within your writing is crucial in any piece of research. Managing your references is crucial in the earlier stages of your project in order to avoid duplication of effort, to store potentially useful references for later use, to annotate as you read, and retrieve your citations later. It is therefore recommended that you complete this course at the earliest opportunity. The course will provide an understanding of good academic practice and introduce RefWorks, a reference management software package that can easily collect and store your references in one place and allow you to insert citations in your document and create a reference list or bibliography in a referencing style of your choice.

Delivery:

This course can either be taken by attending a face to face workshop or online via Blackboard. The dates of the workshop are detailed in Blackboard and can be booked by contacting rtp@dmu.ac.uk However, an online version is available if you are unable to attend in person or prefer in study online.

Interdisciplinary Research (REST 7519)

Course Description:

This one day course can be studied in attendance and comprises the following:

Introduction

- what is interdisciplinary research and why is it important?
- inter-, multi- or trans- ?
- what is the context for this kind of research?
- examples of successful interdisciplinary research.

Interdisciplinary Research Methods

Managing Interdisciplinary Research

- dealing with supervisors who have different approaches to research,
- overcoming the constraints of a mixed method approach,
- framing appropriate research questions.

Publication and Dissemination

- peer and discipline recognition of research that falls 'in-between' areas,
- publication avenues and possibilities,
- benefiting more than one discipline.

This course is also a taster for our doctoral training programme on Practice-Based Research. Tutors will comprise members of the Institute of Creative Technologies and related research groups.

Intermediate Quantitative Data Analysis Using SPSS (REST7528)

Course Description:

Based on the Introduction to Quantitative Data Analysis Using SPSS, this course will explore how to use SPSS to achieve desired analyses when

- you have more than one influencing factors in your research design,
- you have more than two samples collected,
- you explore or quantify associations and course-effective relationships of two factors.

It will also provide guidance on how to interpret and present complicated statistical results from SPSS.

Introduction to DMU Commons: Building your Blog / Website (REST7707)

Course Description:

DMU Commons is a blogging platform, web space and social network that links together staff and students from across DMU into one online community. This optional course will introduce the DMU Commons which is based on the Wordpress platform. The course will cover an introduction to building A web presence in the DMU Commons with a focus on the use of the web space to develop an online researcher profile.

Introduction To Qualitative Data Analysis (REST7545)

This workshop provides a practical introduction to analysing qualitative data through thematic coding, and a basic overview of what qualitative analysis involves. Available face to face or as a webinar. Delivered by DMU Library's Centre for Learning and Study Support (CLaSS).

Introduction To Quantitative Data Analysis Using SPSS (REST7506)

Course Description:

This course will take you step-by-step, through the decision process that leads to appropriate statistical tests for different types of data, different types of research questions, and different types of hypotheses.

The course is suitable if you collect data using scientific measurements or questionnaires that have closed questions. It will provide:

- considerations of statistics in research design,
- practical information on basic operation of SPSS,
- practising SPSS, with provided data, in achieving descriptive statistical, simple parametric and non-parametric analyses,
- guidance on how to read, interpret and present results produced by SPSS.

Participant feedback- "All was excellent and relevant. Materials provided were very useful."

Managing Data Using Excel (Online Resource) (REST7504)

Course Description:

This is an optional course that is accessible for you to complete online only.

Microsoft Excel is a widely used spreadsheet package which gives you the ability to present your results in tabular and graphical format as well as carry out complex analysis.

This is an introductory level course and looks at how to start using Excel including:

- inputting data and information,
- formatting data and text,

- producing tables of information,
- selecting the correct graph to represent your data, creating and modifying graphs,
- performing simple calculations on your data.

Further training documents and associated training files can be downloaded from the web page at the link below:

<http://dmu.ac.uk/about-dmu/professional-services/information-technology-and-media-services/it-training.aspx>

Poster Presentations: Effective Designs (REST7515)

Course Description:

The aim of this course is to help you prepare an effective poster. By the end of this course you will have considered:

- the aims of poster presentations and the contexts within which they are used,
- possible formats and structure for posters,
- effective use of size, font and colour,
- methods of adapting your message to meet the needs of your audience,
- practical factors linked to successful poster presentations.

Students looking to enter the De Montfort University poster competition are recommended to attend this course prior to submission of their poster.

Practical CV Workshop (REST7540)

Course Description:

This small group workshop follows on from the compulsory online course ‘Successful CVs, Job Applications and Interviews’.

It is a practical two-hour session with the aim of helping you to improve your CV or job application and covering letter. You will bring a draft version to work on individually or in pairs with tutor support – and will leave with an improved version, knowing what you need to do next. Ideally, bring an example of a typical job advert/job spec that interests you so that you can learn how to tailor your CV/application.

Contributes to the Researcher Development Framework descriptor that a successful researcher at this stage ‘presents own skills, personal attributes and experiences through effective CVs, applications and interviews’.

Participant feedback – “What have you achieved from this course?” “Better grasp of the UK CV expectations.”

Producing Results in NVivo (REST7518)

Course Description:

This course is designed to further explore the functions and tools in NVivo. It is suitable for **those who have already attended the “Starting a Project in NVivo” or have had coding experiences using NVivo.**

This **second of the two NVivo courses** will provide opportunities to work with NVivo to:

- autocode source data
- sort and filter data using classification
- explore data by producing matrix (cross-tabulation)
- explore links among themes
- produce reports and extracts to work with in other software
- identify main themes, visualise concepts, connections and associations using maps, charts and diagrams

By the end of the course you should be able to

- prepare and autocode source data
- use different visual tools in exploring data, identifying patterns, expressing concepts and ideas
- generate reports, results and records that can be used in other software

Qualitative Methods: (Online Resource) (REST7526)

Course Description:

Qualitative methods are of growing importance in a whole range of disciplines where researchers are seeking to identify the key features of the human social world. They originated in the social sciences, but have taken hold in the health care disciplines and are of interest to those working in design disciplines and computer science too, where researchers are concerned to understand how people use artefacts and technologies.

This online course is accessible via Blackboard and the “Course” provides an outline of a number of approaches to qualitative methodology, with examples and questions to act as an ‘aide memoir’ that all research students can undertake.

The examples come from a range of disciplines, including health care, management and organisation studies, as well as design and technology, where these kinds of methods can offer some insight into human affairs. In addition, there are some more extended treatments of selected methods, which we hope will grow as additional material becomes available.

The “Course” is designed to give you some detailed understanding of qualitative methodologies and the role they might play in your studies as a research student. It should not simply be viewed as a one-off course to be completed but rather as an ongoing resource which can be drawn upon throughout your time as a registered research student.

Resilience During Your PhD (REST7546)

Workshop description:

‘This workshop really helped me to build up a sustainable reserve of confidence. There were some difficult times during my studies and the workshop gave me techniques and strategies that proved invaluable! The workshop helped me to identify negative patterns of thinking. It helped me achieve a frame of mind that meant I performed well in my viva and finished writing my PHD.’

Undertaking postgraduate study can be exciting, rewarding – and challenging. The link between emotional resilience and academic performance is becoming increasingly recognised and this workshop is part of DMU’s commitment to building this important ability.

The 1½ hour workshop is delivered by a coach from DMU’s Student and Academic Services, and is intended for students at any stage of their studies. It provides a confidential, non-judgmental space in which to share experiences and learn practical techniques and strategies to building resilience.

At the end of this workshop you will:

- have a better understanding of the subject and importantly of your own resilience,
- be equipped with effective resilience-building techniques and strategies,
- have had a chance to share your experiences with others,
- learn what other support is offered at DMU

Social Media for Researchers (REST7706)

Course Description:

This optional course will support the development of a social media strategy for your research. Use of networking tools such as LinkedIn and academic applications of Twitter will be discussed. Considerations for future practice for PGR students will be included.

<https://www.vitae.ac.uk/researchers-professional-development/about-the-vitae-researcher-development-framework>.

The course will focus on linking our individual use of social media to researcher development, through the Vitae RDF, and especially in terms of developing the following capabilities:

A1: Knowledge Base

B3: Professional and career development

C1: Professional conduct

D2: Communication and dissemination

Starting a Project in NVivo (REST7514)

Course Description:

This course will introduce the project structure in NVivo, cover step-by-step, from file preparation, import files to coding analysis. The course is suitable for **those who have already collected some qualitative data** such as those from literature, transcripts from focus groups and interviews, surveys, images, photographs, video and audio recordings, web pages and social media.

This **first of the two NVivo courses** will provide opportunities to work with NVivo to

- Start a project
- Explore themes in data
- Explore links among themes
- Create node tree (Hierarchy) based on themes
- Identify and create cases
- Code source data
- Record and generate collections of thoughts, ideas and comments

By the end of the course you should be able to

- understand the structures of NVivo
- import and work with different types of data
- work with different views in NVivo
- construct a node tree (where appropriate) for coding source data

Statistics In Quantitative Research (REST7041)

Course Description:

Statistics is the study of the collection, analysis, interpretation, presentation, and organisation of quantitative and semi-quantitative data (adapted from Wikipedia), and quantifying qualitative data.

This course will look at the statistical considerations involved in collection of data, analyses applicable to research problems and their differences.

There are separate computer lab based workshops on IBM SPSS. In this workshop, however, demonstration of statistical analyses will be carried out using the software IBM SPSS, so there is an exposure to a range of analyses available.

Sample exploration (descriptive statistics)

- Types of data collected in a research
- Evaluation and exploration of different data
- Statistical consideration in taking a sample
- Difference between (Mean \pm Standard Deviation) and (Mean \pm Standard Error)

Experimental, survey and study design

- Independent and dependent variables
- Control of confounding (irrelevant) variables
- Statistical consideration in construction of comparison groups/samples

Research problem, research question and hypothesis

- The links between research problem and research question; research question and hypothesis
- The difference between null hypothesis (H0) and alternative/experimental hypothesis (H1)
- The difference between one-tailed and two-tailed hypothesis
- Testing hypothesis (inferential statistics)
- Parametric vs. non-parametric
- Multiple two-sample comparisons vs. analysis of variance.
- Correlation vs. regression

Taking A Critical Approach To Research (REST7521)

Course Description:

The Framework for Higher Educational Qualifications outlines how critical thinking underpins the process of doctoral study. In particular, the framework states that 'doctoral degrees are awarded for the creation and interpretation, construction and/or exposition of knowledge' (FHEQ, 2008). As such, it is important that research students become *active* and *confident* participants in the knowledge-creation process. This OPTIONAL course looks at ways of developing effective critical approaches in your research, but please note that all participants must be prepared to bring along a short piece of writing to use in a small-group activity. In detail it covers:

- understanding the context for critical approaches at doctoral level

- mapping critical approaches in the work of others
- Developing your own critical writing
- What PhD supervisors are looking for in research students' work

Winning Grant Funding (REST7507)

Course Description:

When a student completes their degree at De Montfort University, they will need to explore the possibilities of gaining new funding if they wish to pursue research interests.

Wide ranges of funding sources are available and understanding the process involved in obtaining the grants on offer will increase chances of success.

The purpose of this course is:

- to help locate, get information about and know how to approach relevant funding bodies,
- to help gain insights into the way decision-makers assess and evaluate research proposals.
- to gain a good understanding of the bid writing process and useful practical writing skills.

have you achieved from this course?" "Ability to understand how complicated it is getting a job and passing the test"

Discipline Specific Optional Course Descriptions

Courses in this group are optional and available to students studying within the relevant Faculty.

To reserve a place on courses please contact the Doctoral College on 0116 250 6242 or by email at rtp@dmu.ac.uk.

Faculty of Business and Law

REST7717 Introduction to Casual Inference: Business and Law

Course Description:

This course introduces causal inference. Correlation does not equal causation. This course introduces the idea of causation in research and the role of causal claims.

Objectives:

This course will cover:

- Exploration of the differences between association and causation
- Understanding instrumental variables
- Further techniques depending on time: Propensity score matching, endogeneity.

REST7713 Reference Management with Mendeley

Course Description:

This course introduces Mendeley, a free reference management software for organising, citing and listing references.

Objectives:

The course will cover how to:

- Organise files and import articles onto Mendeley
- Install and use Microsoft Word plugin
- Install and use web importer
- Edit document details and annotate articles
- Install different referencing styles

REST7715 Structural Equation Modelling (Intermediate)

Course Description:

This is a sequel to course REST7714 (on Structural Equation Modelling). Here, participants are taken through more advanced methods for specifications and fitting of structural models.

Objectives:

This course will help you to:

- Undertake graphical specifications of structural models
- Test for the validity of a causal structure.
- Further explore procedures for model fitting
- Deal with missing data in SEM

Level: Intermediate (assumes prior knowledge of basic methods for Structural Equation Modelling)

Faculty of Computing, Engineering and Media

Researching the Information Society (REST7045)

Course Description:

The content of this OPTIONAL training course will be agreed with students and will be based on students' needs and interests.

Students will take turns preparing and organising the tutorials but will be supported by the module leader. The student responsible for the week will determine the topic and arrange and make available the preparatory reading. Students will be free to choose from a range of teaching and learning strategies which has the added advantage that students will gain teaching skills.

Indicative content of the module includes:

- Overview of different disciplines and their approach to issues of the information society. These include (but are not limited to):
 - computer sciences
 - information systems
 - philosophy
 - sociology
 - engineering
- Philosophical underpinnings of research. In order to appreciate current research and inform their own approach, students need to develop a sound understanding of the relationship of:
 - - ontology
 - - epistemology
 - - methodology
 - - ethics
- Discussion of appropriate methodologies for research questions and comparative studies of different methodologies. These will concentrate on non-quantitative methodologies typically used in research in the information society and will include:

- - qualitative research
- - grounded theory
- - participative research
- - action research
- - critical research
- - ethnomethodology
- Reading group sessions based on students' suggestions.
- Presentation of finished staff and student research projects.
- Presentation of staff and student research in progress as preparation of publication.
- Joint sessions by students / staff on areas of shared interest.
- Preparation of papers or editorships of special issues of journals in areas of shared interest.

Training courses will be scheduled for two hours, fortnightly, throughout the academic year.

By the end of the course students will have a broader understanding of theories and methodologies employed in information systems research and other disciplines undertaking social research on technologies.

Research Practices in Micro and Nano Sciences and Technologies (REST7046)

Course Description:

This course provides:

- Introduction to Micro and Nano Sciences and Technologies
- Introduction to a cleanroom environment. Good working practices in a cleanroom. Introduction to Faculty of Computing, Engineering and Media cleanroom.
- Introduction to analytical tools required to carry out research in micro and nano sciences and technologies, and available tools in the Faculty of Computing, Engineering and Media.
- Sound research practices
- Weekly seminars where research papers are presented by students.
- Monthly informal meetings where research problems are discussed.

Typesetting a Document with LaTeX (REST7043)

Course Description:

Typesetting Document with LaTeX (PhD Course – Course Leader Professor Francisco Chiclana)

The objective of this course is to learn the use of LaTeX for typesetting documents and creating presentations. It covers the following:

- Introduction to LaTeX: Basic document structures.

- Producing simple documents using LaTeX: Typesetting, viewing and printing.
- Other document structures.
- Typesetting Mathematics with LaTeX: Formulae and Graphics.
- Customising LaTeX.
- Creating Presentations with Beamer.

Creative Approaches to Research

These courses will focus on the development of self-reflection, communication methods and creative thinking, especially in terms of developing the following Vitae RDF capabilities:

A2: Cognitive abilities

A3: Creativity

D2: Communication and dissemination

Student feedback on Creative Approaches to Research courses: *'Through engaging in practical, creative activities I was able to consider my research from new perspectives and this greatly strengthened my work.'*

Exploring your research project with LEGO® SERIOUS PLAY® (REST7709)

LEGO® SERIOUS PLAY® is a methodology enabling participants to gain new perspectives, share knowledge and understand complex issues using exercises with Lego bricks. It is underpinned by Social Constructivist learning theory, and embodies the notion of 'Thinking with the hands.'

This course introduces you to the principles of LEGO® SERIOUS PLAY® as a systematic and creative thinking tool which can support the development of new research ideas and collaborative projects.

You will reflect on your research project through a range of building activities in a workshop that combines personal self-evaluation with peer learning and support.

Student feedback: *'Helped me see myself in a different light.'*

Visualising and communicating your research with Infographics (REST7710)

Infographics provide a quick and accessible way to communicate your research, whether you want to explain research findings, complex processes or abstract concepts. The hands-on process of visualising your research with pen and paper can also provide new insights and foster self-reflection and discussion.

This course will introduce you to the key aspects of designing an effective infographic, give you experience in developing your own infographic on paper and provide you with resources and tips for translating your infographic from paper to digital format using PowerPoint.

You will also be able to consider various applications of infographics within a research context.

Student feedback: *'I will use this process for visualising abstract concepts in my thesis.'*

Researcher Development Framework (RDF)

The UK is committed to enhancing the higher-level capabilities of the UK workforce including the development of world-class researchers. Researchers are critical to economic success, addressing major global challenges, and building a leading knowledge economy.

The Researcher Development Statement (RDS) sets out the knowledge, behaviours and attributes of effective and highly skilled researchers appropriate for a wide range of careers. The RDS is derived from the Researcher Development Framework (RDF), a major new approach to researcher development, which aims to enhance our capacity to build the UK workforce, develop world-class researchers and build our research base.

The RDS and RDF will contribute to researcher training and development in the UK by providing a strategic statement (RDS) and operational framework (RDF) to support the implementation of the Concordat to Support the Career Development of Researchers, the QAA Code of practice for research degree programmes and the 'Roberts' recommendations for postgraduate researchers and research staff.

The RDS is an evolution of the Research Councils' Joint Skills Statement (JSS) and replaces the JSS as the key reference statement for the development of postgraduate researchers' skills and attributes and researchers employed in higher education.

The RDS is structured in four domains encompassing the knowledge, intellectual abilities, techniques and professional standards to do research, as well as the personal qualities, knowledge and skills to work with others and ensure the wider impact of research. Within each of the domains are three sub-domains and associated descriptors, which describe different aspects of being a researcher.

The four domains are:

Domain A: Knowledge and Intellectual Abilities

The knowledge, intellectual abilities and techniques to do research. The sub-domains are:

- Knowledge Base (A1)
- Cognitive Abilities (A2)
- Creativity (A3)

Domain B: Personal Effectiveness

The personal qualities and approach to be an effective researcher. The sub-domains are:

- Personal Qualities (B1)
- Self-management (B2)
- Professional and Career Development (B3)

Domain C: Research Governance and Organisation

The knowledge of the standards, requirements and professionalism to do research. The sub-domains are:

- Professional Conduct (C1)
- Research Management (C2)
- Finance, Funding and Resources (C3)

Domain D: Engagement, Influence and Impact

The knowledge and skills to work with others and ensure the wider impact of research. The sub-domains are:

- Working With Others (D1)
- Communication and Dissemination (D2)

- Engagement and Impact (D3)

For more information on the Researcher Development Framework and associated Statement refer to www.vitae.ac.uk/rdf.

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