

RESEARCH STUDENTS' INDUCTION

Monday 20 January 2020

Room 37, Senate House, South Block,
Malet Street, WC1E 7HU

- 09.00 **Coffee/tea**
- 09.30 **Registration**
- 10.30 **Welcome and Introduction (Gregory Woolf)**
- 10.45 **Your doctoral programme**
The academic organisation of the School; your responsibilities; personal and professional development; the role of student representatives; procedures for upgrade from MPhil to PhD; an overview of research training opportunities
Presenters: **Christine Weir**
- 11:15 **Break**
- 11:30 **Research Data & Ethics**
This session explores research data and ethics
Presenter: **Sandrine Alarcon-Symonds**, Head of Management Information and Research Services
- 12:00 **Finding your way through archives and documents***
An introduction to the major archival resources; how to identify the right archives for research in the humanities and social sciences; advice on working in archives and searching catalogues
Presenters: **Dr Simon Trafford**, Institute of Historical Research
- 12:30 **Building a bibliography: introducing referencing software***
An introduction to EndNote and Zotero, explaining the basic aspects of preparing and maintaining an electronic bibliography, sorting and searching, entering and editing references, and importing references from EndNote to Word
Presenter: **Dr Simon Trafford**, Institute of Historical Research
- 13:00 **Lunch**
- 14:15 **SAS Space and Open Access**



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An introduction to the School's institutional repository, SAS-Space and to the Open Access agenda.

Presenters: **Matt Phillpott**, SAS-Space Manager / SAS Digital Projects Manager

14:30 Online research training

An introduction to the School's virtual learning environment, Study Online, which will be your virtual 'hub' whilst you study with us. This session will also refer to other online research training opportunities.

Presenter: **Matt Phillpott**, SAS-Space Manager / SAS Digital Projects Manager

15:00 Gaining Teaching Experience

An introduction to paid teaching opportunities with the Brilliant Club, an education charity that employs PhD students on a part-time basis to deliver programmes of academic enrichment to small groups of pupils

Presenter: **Andrew Fleming** The Brilliant Club (thebrilliantclub.org)

15:30 Break

15:45 Managing your research project

The PhD as a project to be managed: an introduction to the planning and management of time and resources needed to complete the thesis on time and to the required standard

Presenter: **Joseph Ford**, Early Career Researcher Institute of Modern Languages Research

16:30 End

How to Find Us

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[Click here](#) to see a map of the University of London and directions to Senate House.