Research Training

Autumn Term
September – December 2019

A guide to research training workshops and online training available to postgraduate students and ECRs in the humanities

sas.ac.uk/research-training
Contents

About the School of Advanced Study 3
Introduction 4
School of Advanced Study research environment 5
Research skills workshops 6
Institute-specific training and fora 11
PORT online research training 12
Bloomsbury Postgraduate Skills Network 13
PhDs in humanities at the University of London 14
The School of Advanced Study at the University of London (SAS) is the only institution in the UK that is nationally funded to promote and facilitate research in the humanities. It performs a vital role as a driving force for knowledge-sharing across the humanities in the UK and beyond. The School’s mission is to maintain and develop the resources of its nine member institutes, many of which have long and distinguished histories, for the benefit of national and international research communities.

Member Institutes of the School

- Institute of Advanced Legal Studies
- Institute of Classical Studies
- Institute of Commonwealth Studies
- Institute of English Studies
- Institute of Historical Research
- Institute of Latin American Studies
- Institute of Modern Languages Research
- Institute of Philosophy
- The Warburg Institute
Introduction

The School of Advanced Study draws on its extensive research and teaching expertise in the humanities to provide a programme of discipline-specific and transferable research training, both face-to-face and online.

The School’s range of training programmes are designed to meet the needs of 21st-century researchers, offering programmes that enable scholars in the humanities to develop their skills and pursue their studies to maximum effect.

We offer well-established training for humanities postgraduate students (most notably in history, law, English, modern languages, and classics) as well as in specialist areas (palaeography, book history, Renaissance culture, medieval manuscript studies), together with a programme of workshops in generic research and transferable skills, plus training in essential research software and management information tools.

Most of the School’s training is available to postgraduate research students across the UK as well as our own students, much of it free of charge. Early-career researchers will also benefit: our workshops provide the transferable and employability skills necessary for preparation for careers in academia and elsewhere, and all researchers, at whatever level, are welcome to attend.
School of Advanced Study research environment

Libraries and collections

Senate House Library, together with the institute libraries of the School, form one of the world’s most significant collections in the arts, humanities, and social sciences. More than 100,000 registered readers from more than 200 countries access the services of the eight collaborating libraries each year. Their combined holdings amount to nearly three million volumes and twelve miles of open shelf access, providing a range of material unmatched anywhere in the world in relation to their specialist subject areas.

See sas.ac.uk/support-research/libraries for more information.

Dedicated one-to-one support

As well as the training programmes we offer, we provide our own students with tailored support and training. This includes dedicated one-to-one support for those students – perhaps who have come from professional backgrounds, rather than via traditional routes – who require help initially with writing for academic purposes, or those suffering ‘writer’s block’.

Modern languages provision

Our students also have access, via King’s College London, to specialist training in a range of modern languages. Facility in a modern language other than English not only underpins high-quality research, but also enriches personal and social development. Researchers in all disciplines need skills in spoken as well as written languages in order to communicate their research more broadly, to take up and make the most of opportunities to study and work overseas, and to collaborate with overseas partners.

Interdisciplinary seminar series

The School runs a regular seminar series that is interdisciplinary in scope and inclusive in nature. All of the School’s research students are warmly invited. Such events not only stimulate debate and spark innovative thinking that crosses disciplinary boundaries, but also help encourage fruitful and enjoyable student contact and mitigate the sense of isolation that can accompany PhD study. All SAS students are strongly encouraged to attend the seminar series that are relevant to their interests. A list of the School’s seminar series can be found in the Research Seminars guide at sas.ac.uk/eventsbrochure.

Events and research networks

The School of Advanced Study is the UK’s national research hub in the humanities, and as such is a unique scholarly community in which to pursue doctoral research leading to a University of London PhD. It has all the benefits that accrue from being in the heart of Bloomsbury, with access to the rich resources the area offers. Our students benefit from our collaborative research environment and opportunities to participate in an extensive programme of events and research networks.

See sas.ac.uk/eventsbrochure for our events programme.
Research skills workshops

This programme of workshops and seminars provides transferable research training for MPhil and PhD students in the humanities and social sciences, complementing the specialised programmes provided by the institutes for their students. It is expected that most SAS students will take part in all sessions of the programme at an appropriate time in their doctoral study.

The programme is freely available – to SAS students, of course, and also to all registered research students in the humanities and social sciences based in the UK. Those based in the Bloomsbury colleges (e.g., Birkbeck, SOAS, UCL) may register through the Bloomsbury Postgraduate Skills Network (see p13). Students at non-BPSN institutions should register by contacting Kremena Velinova at kremena.velinova@sas.ac.uk.

SAS students should let Kremena Velinova know in advance that they expect to attend. This is to make sure that they can be kept informed if there are last-minute changes to the programme or venue.

Data Protection and Research Data
Thursday 10 October, 14:00–16:00
Room 243, Senate House

This session will examine UK and EU data protection law, UK Freedom of Information law and how both intersect with research data management. Recommended particularly for researchers who will be collecting the personal data of living individuals as part of their research.

Session Leader: Kit Good (University of London)

Project Management
Thursday 17 October, 14:00–16:00
Room 243, Senate House

This workshop is designed to help students complete their PhD successfully by planning and organising their research and time, using project management techniques to take them from research idea to delivery of the thesis. The session will look at defining the project and its goals, timetabling, milestones, resources, responsibilities, risks, and how to review the plan when the project changes. Basic use of the software MS Project will be touched on. The session will allow students the opportunity to start putting together their own project plan; consider the structure and processes that are essential for a successful project; and discuss issues such as estimating inputs, quality management, working with others, and identifying the critical path to delivering the PhD within schedule.

Session Leader: Laura Brown (University of London)
Using Social Media

Thursday 24 October, 14:00–16:00
Room 243, Senate House

Social media (from blogs, Twitter, YouTube and Vimeo to Facebook, Google+, Flickr, Instagram, LinkedIn, and Academia.edu) can be a powerful tool supporting a PhD student’s research and career. This workshop will give an overview of social media platforms, why you use them, what you share, and which tool you use for what purpose. We will discuss the benefits as well as the challenges of using social media when developing a professional online profile and communicating research as a PhD student.

Session Leader: Matt Phillpott (SAS, University of London)

Introduction to Fieldwork

Thursday 31 October, 14:00–16:00
Room 243, Senate House

Fieldwork involves a variety of well-defined methods, depending on the discipline: archival research, informal interviews, surveys, participant observation, and so on. The quality of results obtained from fieldwork depends on the data gathered, and preparation for a period of fieldwork is essential. This session concentrates not on issues of safety or risk, but on the importance of researchers’ openness to new ideas and unfamiliar customs, and how to understand the forces of culture operating and the ways they modify the lives of the people and things under study.

Session Leader: Naomi Wells (Institute of Modern Languages Research, SAS)

Overview of Classics Library Digital Resources

Wednesday 6 November, 14:30–15:30
Classics Library, third floor, Senate House

This session will provide an overview of the digital resources available to users of the Combined Classics Library, as well as how to access them. It will cover a range of text searching, bibliographic, and specialist databases. More detailed follow-up sessions can be arranged on specific resources if there is interest.

Session Leader: Joanna Ash (Classics Library)
Research skills workshops

Conducting Interviews: Oral History

Thursday 21 November, 14:00–16:00
Room 243, Senate House

This session offers guidance and practical advice on how to conduct and transcribe interviews. The starting point will be group interviewing and witness seminars. The session will consider issues around objectivity and subjectivity; how to determine the usefulness of information gathered and make the most effective use of that information for the research project; how to distinguish between fact and opinion; and the place of secondary sources. The session will look at sensitivity and cultural awareness, and address issues of ethical interviewing.

Session Leader: Sue Onslow (Institute of Commonwealth Studies, SAS)

Working in Archives

Thursday 28 November, 14:00–16:00
Room 243, Senate House

The session is for those who have recently begun, or are about to begin, to use archives in their research. An overriding aim is to help researchers develop effective strategies for exploring their subjects. Archives are not simply passive repositories of information but bear the imprint of historical process and accident. Thinking about the nature of the archive itself can throw light on the cultural and historical context of the topic being investigated. A number of questions can be explored. What is an ‘archive’? How does it differ from ‘records’ or ‘documents’? Is there a wider view of materials from the past that might be comprehended by the term ‘archive’? Why were certain archives created? How have they survived? How do you formulate a strategy for finding the information that you need? What role can random exploration play? Participants are encouraged to come to the session prepared to talk and raise questions about their own experiences.

Session Leader: Matthew Shaw (Institute of Historical Research, SAS)
Research skills workshops

Research Software Training

EndNote I

Thursday 7 November, 14:00–16:00
IHR Training Suite, Senate House (North Block)

EndNote II

Thursday 14 November, 14:00–16:00
IHR Training Suite, Senate House (North Block)

This two-part workshop is ‘hands-on’; aimed principally at complete beginners, it covers the basics and some more advanced features. The first session introduces the software package and gives practice in sorting, searching, entering, and editing references. More advanced features covered include the use of accents, predefined styles, customising the program, downloading references from internet sources, importing images, and linking with other files. In the second part, students create and manipulate their own bibliographical database and learn how EndNote integrates with MS Word. Familiarity with basic word-processing will be assumed. The session is suitable for beginners and those already familiar with EndNote.

Session Leader: Simon Trafford (Institute of Historical Research, SAS)

Zotero

Thursday 5 December, 14:00–16:00
IHR Training Suite, Senate House (North Block)

Zotero is a widely used free and open-source tool for compiling and managing bibliographies. This training session provides a basic introduction to the software and explains how to input references, create reading lists, and add citations to written work. It will be offered once in the autumn and once in the spring term.

Session Leader: Simon Trafford (Institute of Historical Research, SAS)
### Spring/ Summer Term 2019/20

<table>
<thead>
<tr>
<th>Date</th>
<th>Session</th>
</tr>
</thead>
<tbody>
<tr>
<td>14 Jan</td>
<td>Working with Images in your Research</td>
</tr>
<tr>
<td>16 Jan</td>
<td>Getting Research Published</td>
</tr>
<tr>
<td>23 Jan</td>
<td>Turning the PhD into a Book</td>
</tr>
<tr>
<td>30 Jan</td>
<td>Applying for Research Funding</td>
</tr>
<tr>
<td>6 Feb</td>
<td>EndNote I</td>
</tr>
<tr>
<td>13 Feb</td>
<td>EndNote II</td>
</tr>
<tr>
<td>20 Feb</td>
<td>Online Research Methods</td>
</tr>
<tr>
<td>27 Feb</td>
<td>Zotero</td>
</tr>
<tr>
<td>12 Mar</td>
<td>Introduction to Public Engagement</td>
</tr>
<tr>
<td>19 Mar</td>
<td>Maintaining Mental Health and Wellbeing</td>
</tr>
<tr>
<td>2 Apr</td>
<td>Crafting an Elevator Pitch</td>
</tr>
<tr>
<td>23 Apr</td>
<td>Giving a Seminar or Conference Paper</td>
</tr>
<tr>
<td>30 Apr</td>
<td>Applying for Academic Jobs</td>
</tr>
<tr>
<td>7 May</td>
<td>Public Speaking</td>
</tr>
<tr>
<td>28 May</td>
<td>The PhD Viva</td>
</tr>
<tr>
<td>11 Jun</td>
<td>Teaching Skills for the PhD Student</td>
</tr>
<tr>
<td>TBC</td>
<td>Working on Photography</td>
</tr>
<tr>
<td>TBC</td>
<td>Film Theory and its Application</td>
</tr>
<tr>
<td>TBC</td>
<td>Understanding, Selecting, and Integrating a Theoretical Framework in Dissertation Research</td>
</tr>
<tr>
<td>TBC</td>
<td>Designing a Presentation</td>
</tr>
<tr>
<td>TBC</td>
<td>Concepts of Digital Humanities</td>
</tr>
<tr>
<td>TBC</td>
<td>Creating Research Posters</td>
</tr>
<tr>
<td>TBC</td>
<td>Organising Successful Academic Events</td>
</tr>
<tr>
<td>TBC</td>
<td>Quantitative and Qualitative Research Methods</td>
</tr>
<tr>
<td>TBC</td>
<td>Introduction to Teaching: Approaches to Assessment and Effective Feedback</td>
</tr>
<tr>
<td>TBC</td>
<td>Research Methodology</td>
</tr>
<tr>
<td>TBC</td>
<td>Preventing Academic Misconduct</td>
</tr>
<tr>
<td>TBC</td>
<td>Senate House Library research days</td>
</tr>
</tbody>
</table>

**Other sessions to be confirmed during the year**
Institute-specific training and fora

The individual institutes of the School of Advanced Study offer discipline-specific research training, ranging from afternoon sessions and training days to summer schools. Some of the training on offer includes the London International Palaeography Summer School (Institute of English Studies); National Training Days for PhDs in Law (Institute of Advanced Legal Studies); Before, During and After the PhD (Institute of Modern Languages Research); and Resources and Techniques for the Study of Renaissance and Early Modern Culture (The Warburg Institute).

Several institutes also run postgraduate discussion fora, which aim to meet the social, research training, and intellectual needs of postgraduate students in specific disciplines. The History Lab (Institute of Historical Research) and the Graduate Forum and the National Postgraduate Colloquium in German Studies (both Institute of Modern Languages Research) are examples of these.

Details of institute-based training and fora can be found on the School of Advanced Study research training page on our website: sas.ac.uk/research-training.
PORT: postgraduate online research training

PORT is the School of Advanced Study’s free, online research training platform.

It provides resources including tutorials, handbooks, and multimedia that enable researchers in the humanities to acquire and hone research skills.

PORT complements postgraduate study, providing training packages that can be accessed anywhere, at any time, and undertaken at your own pace. It supplies the building blocks for humanities research generally, as well as for particular humanities disciplines and specific topics.

Resources are free to access and use and are being added to continuously. They include:

- Modern languages resources
- Legal studies tutorials
- Introductions to various digital tools
- Research project management guidance

PORT also offers a new course introducing the history, membership, structure and purpose of the Commonwealth (fee applicable).

Please visit port.sas.ac.uk for more information.
The Bloomsbury Postgraduate Skills Network shared-skills training programme allows research students in participating institutions to improve general research skills and personal transferable skills through attending training courses and workshops at other member institutions.

For information on courses available and how to register, visit the Network website: courses.grad.ucl.ac.uk/bloomsbury
The School of Advanced Study at the University of London brings together nine internationally renowned research institutes to form the UK’s national centre for the support and promotion of research in the humanities. The School offers full- and part-time master’s and research degrees in its specialist areas. MPhil and PhD programmes are offered in a broad range of humanities subjects, including:

- Art history
- Classics
- Commonwealth studies
- Digital humanities
- English literature
- American literature
- History of the book
- History
- Human rights
- Latin American and Caribbean studies
- Law
- Modern languages

For further details and to apply, visit sas.ac.uk/phd.

PhDs on our London campus

Located at the heart of the University of London in Bloomsbury, the School provides an unrivalled scholarly community in which to pursue postgraduate study and research. Students learn from leading specialists in their fields, hone their research skills in highly regarded training programmes, expand their knowledge through an extensive calendar of events, and become part of a worldwide network of humanities scholars. Funding opportunities include AHRC-sponsored London Arts and Humanities Partnership studentships, SAS studentships, and a number of subject-specific bursaries and awards.

PhDs by distance learning

The School offers students with an appropriate topic and level of local resource the opportunity to undertake a PhD by distance learning.

These students are required to attend our London campus at set intervals to complete an intensive research training module, for upgrade, and for the viva but will otherwise study at their own location. This option is available to UK, EU, and international students on the same basis as our on-campus PhD programmes (three years full time, six years part time).

Attendance is required for the first week of the first term (October) to meet supervisors and to undertake an intensive research training course. Further attendance is required at the point of upgrade to PhD (usually between years 1 and 2) and for the final viva.

Students are required to engage with further research training online as their programme commences. Regular contact with the supervisor is required via video conferencing. Students will need to demonstrate that they have the appropriate local resources, IT equipment, and infrastructure before they can commence study.

Students will benefit from the School’s extensive research training portfolio, online resources, podcasting, video recordings, and transcriptions and live streaming of research seminars on a wide range of topics to help them complete their research degree.

Distance learning students will be supported in the same way as on-campus students with the use of video conferencing that supplements face-to-face interaction. During induction, distance learning students will meet their student representatives and other students beginning their PhD.

To ensure that students are fully supported and provided with the best tools and guidance throughout their PhD programme, applications are considered on an individual basis.

For details on the School of Advanced Study’s PhD by distance learning programmes, visit sas.ac.uk/distance.
The School of Advanced Study is the UK’s national centre for the support and promotion of research in the humanities. Located at the heart of the University of London in Bloomsbury, the School provides an unrivalled scholarly community in which to pursue postgraduate study and research. Students learn from leading specialists in their fields, hone their research skills in highly regarded training programmes, expand their knowledge through an extensive calendar of events, and become part of a worldwide network of humanities scholars. Funding opportunities include AHRC-sponsored London Arts and Humanities Partnership studentships, SAS studentships, and a number of subject-specific bursaries and awards.

Further details of all training offered by the School of Advanced Study and by Senate House Library can be found on our website: sas.ac.uk/research-training

sas.ac.uk

This material is available in alternative formats upon request.