



## **RESEARCH STUDENTS' INDUCTION**

Monday 2<sup>nd</sup> October 2017  
243, Senate House, Malet Street

9:00           **Coffee/tea**

9:30           **Welcome and introduction**

**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** and **Rosemary Lambeth**

10.15          **SAS Space/Open Journals**

An introduction to the School's data repository, SAS-Space and its open access journal system, SAS Open Journals; an explanation of what use these resources are to research students.  
Presenters: **Matt Phillpott**, SAS-Space Manager / SAS Digital Project Officer

10:30          **Online research training**

An introduction to the School's new PORT website which contains research training courses and materials to aid postgraduates to develop and enhance their skills and knowledge  
Presenter: **Matt Phillpott**, SAS-Space Manager / SAS Digital Project Officer

11:00          **Break**

11:15          **Research Data & Ethics**

This session explores research data and ethics  
Presenter: **Sandrine Alarcon-Symonds**, Head of Management Information and Research Services

12:15          **Engaging others**

An introduction into ways of engaging with the wider non-academic audience, and the importance of ensuring your research has impact beyond academia  
Presenter: **Dr Michael Eades**, Cultural Contexts & Public Engagement, School of Advanced Study

13:15          **Lunch**



- 14:00      **Working with your supervisor**  
Supervisory support and guidance, meetings, progress and feedback, monitoring and review, resolving supervision problems, and cultural awareness  
Presenter: **Dr Sue Onslow**, Institute of Commonwealth Studies
- 15:00      **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
- 15:30      **Break**
- 15:45      **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; Dr Jane Winters**, Institute of Historical Research
- 16:15      **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: **Laura Brown**, Staff Development Team, University of London
- 17:00      **Student Social Event**
- 18:00      **End**