Welcome

WELCOME TO THE 2020/21 EDITION OF THE UNIVERSITY OF PORTSMOUTH GRADUATE SCHOOL DEVELOPMENT PROGRAMME (GSDP) FOR POSTGRADUATE RESEARCHERS (PGRS).

We work with the very best tutors from across the University to bring you high-quality engaging development opportunities. Our aim is to help you develop the research, professional and transferable skills you need to succeed in your research degree and beyond.

Starting with the Graduate School Induction, the GSDP offers a wide range of training and development options to help you develop your skills and share questions and experiences with other PGRs from across the University. In response to the Coronavirus Pandemic, 2020 has seen the Graduate School transferring its face-to-face training sessions to online delivery while maintaining the breadth of the provision. As the Coronavirus lockdown comes to an end, we will reinstate face-to-face sessions in addition to our online provision to increase accessibility. Whether face-to-face or online, you will be sent full instructions for completing each course.

The GSDP forms part of the wider range of training and development opportunities available to our PGRs. It is extremely important to work with your supervisor to help decide what’s right for you. You can find more details about this and other PGR development opportunities at port.ac.uk/graduate-school/development.

We wish you the best with your studies and look forward to welcoming you to one of our workshops very soon.

Vincent Adams,
Doctoral Development Manager

Emma Cripps,
eLearning Coordinator

Antonia Bennett,
Administrator

Follow us on Twitter @GradSchoolUoP and join our Facebook group University of Portsmouth Graduate School

Contact us at gsdp@port.ac.uk or 023 9284 2984
Getting started with the Graduate School Development Programme

We recognise that every postgraduate researcher (PGR) brings their own unique set of skills and experiences to doctoral study. Whether you’re just starting, in the midst of your studies or preparing for your viva or future career - we have development opportunities for you.

All GSDP events are described in this brochure along with details of how to book on page 4. The brochure is organised into development areas, most of which are linked to the skills and knowledge domains outlined by the nationally agreed Researcher Development Framework (RDF) which you can see at vitae.ac.uk/rdf.

Others have been created to provide the specific knowledge and skills required for research degree study.

To find out more information about the GSDP, and wider training and development opportunities visit port.ac.uk/graduate-school/development.

- Academic Skills (RDF A) 6-7
- Library Skills (RDF A) 8
- Personal Effectiveness (RDF B) 9
- Doctoral Process 10
- Research Governance and Organisation (RDF C) 11
- Exploring Research Design (RDF A) 12-13
- Moving Forward with Research Design and Data Collection (RDF A) 14-16
- Analysing and Presenting Research Data (RDF A) 17-21
- Engagement, Influence and Impact (RDF D) 22-24
- Career Development 25-27
Booking a place on a workshop or special interest group

Booking a place
You must book a place in advance using port.ac.uk/skillsforge. Unfortunately, it is not possible to make bookings on the day of the event. Some workshops, whether face to face or online, are very popular and places are allocated on a first-come, first-served basis. Once you have booked your place you are expected to attend for the full duration of the workshop. Please arrive or log in on time and stay to the end.

Eligibility
All PGRs, including PhD, Professional Doctorate, MD, MPhil and MRes, are eligible to attend our workshops irrespective of funding status or mode of attendance. There are, however, some workshops that are only relevant to those studying for a doctorate and are therefore not available to MRes students.

Waiting lists
If you try to book a place on a workshop that is fully booked, you will be offered the chance to go on a waiting list. If additional places become available these are allocated in waiting list order, and you will be notified via your student email address. Offers expire after 72 hours if not accepted, so it is important to check your student email regularly. We review bookings and endeavour to organise additional sessions for popular workshops. Please note, waiting lists are cleared at the end of the academic year.

Cancellations
If you are unable to attend a workshop, please ensure you cancel your booking using the Skills Forge system so someone else can take up your place. You should do this as soon as possible but no later than 48 hours before the event. After this time, any cancellation will be classed as failure to attend.

Non-attendance
If you do not attend a workshop you’ve booked without good reason, we will inform your First Supervisor and Head of Department, and may fine your Department £15. If you persistently fail to attend workshops, we reserve the right to suspend future bookings.

Pre-workshop preparation
Some events may require you to undertake some work in advance. This will usually involve preparing a piece of work (e.g. writing, a short presentation) to share ahead of the workshop or to bring along on the day. Any preparatory work required will be indicated to you upon booking. You may also need to bring a laptop to some events. If you don’t have access to one, let us know as we have a small number available to borrow.

Changes to workshops
Occasionally we may need to reschedule a workshop (for example, as a result of tutor illness or severe weather). If this happens, we will let you know as soon as possible using your student email address. You will then be given priority booking for the rescheduled date.
**PLEASE NOTE** All correspondence regarding the GSDP (including reminders, changes to workshops, and information about any required prework) will be sent to your student e-mail address. If you don’t check this account regularly you should set up auto-forwarding to an alternative email address. Go to Search IT Support Articles here: myport.port.ac.uk/guidance-and-support�pc-availability-it-support
By the time you complete your thesis, you will be expected to have developed high-level critical reading and writing skills as well as the ability to produce high-quality written documents. These workshops and special interest groups offer a supportive environment in which you can work to develop your academic skills.

Academic reading group
Do you ever feel like there is just too much to read? Do you find yourself diligently wading through articles without being clear how they are going to fit into your own research? Led by an academic reading specialist, in this group you will learn how to develop a more selective and effective approach to reading. You will need to commit to attending all three meetings and selecting an academic text to bring along to the sessions (it is important that you do not read the text in advance of the session).

Academic writing group
Are you struggling to develop the polished and discursive writing style expected of you as a postgraduate researcher? It can take time and practice to develop your confidence and capability as an academic writer. Led by an academic writing specialist, this small group provides you with the space and support to do so. You will need to commit to attending all five meetings, sharing your own writing, and providing considered feedback on other members’ writing.

Critical reading and writing
Have you ever been asked to be more discursive and less descriptive in your writing? Are you unsure how to demonstrate your own voice without going beyond the literature? Then this workshop is for you. Come along to learn strategies to help you engage critically with the literature and demonstrate this in your writing.

Introduction to the LaTeX System for your thesis
LaTeX (/ˈleɪtɛk/ LAY-tekh) is a popular free open-source typesetting system that allows its users to create professional-looking documents including journal articles, theses or presentations. The aim of this workshop is to discuss the benefits of LaTeX compared with more traditional word processing software (e.g. Microsoft Word). You will go through the basic features of LaTeX including typesetting mathematics, document control, bibliography generation and the inclusion of graphics and figures.

Introduction to writing the literature review
Whether you are writing for your major review, a journal article, or your dissertation or thesis, this workshop will help you to identify the key components and purposes of a literature review. Using real-life examples, you will explore different structures for the literature review and discuss how to develop a coherent line of argument.

Making best use of Microsoft Word for preparing your thesis
Understanding the advanced features of Microsoft Word can help you save a lot of time and stress when producing your thesis. This training event will help you understand
how to use Word to format long documents including outlines and master pages; styles and headings; indexes and contents; headers and footers; and page breaks and numbering.

PhD writing retreats
Are you finding it difficult to make progress on your writing? Mini retreats are full or half day events that give you the time, space and supportive environment in which to work on your writing. Whatever stage of your research you are at, writing retreats offer a fantastic opportunity to dedicate time to your writing with the support of an expert academic writing specialist who will identify strategies to help with problems and increase productivity.

Producing an authoritative thesis
From the earliest stages, you will need to take authority over your research and, ultimately, your thesis: it is yours to own and defend. This group will help you develop an authoritative academic voice by providing techniques on dealing with a range of topics, from potential pitfalls (such as procrastination) to objectivity and criticality. These sessions are aimed at early- to mid-stage PGRs, not those in the writing up stage.

Your PhD as a ‘hero’s journey’
The prototype narrative that underpins all storytelling, from ancient myth and fairytale to modern fantasy or science fiction, can be applied to your postgraduate writing process in order to strengthen its structure, test its arguments and clarify your conclusions. Enjoy a writing workshop that draws on your favourite films and books to explore ways of improving your own powers of expression, helping to focus your mind on academic objectives, creative aims and a confident completion.

Feedback

‘This group helped me very much in terms of improving my reading quality and evaluating text.’
Academic reading group

‘A thought-provoking session with friendly listeners and insightful comments.’
Academic writing group

‘I made huge progress. I managed to write 2500 words based on my previous reading.’
PhD writing retreat

‘It was a wonderful experience, and has been much more productive than I had initially expected!’
PhD writing retreat

Book a place at port.ac.uk/skillsforge
Library Skills

Identifying relevant literature and referencing it correctly is a crucial skill for postgraduate researchers. In these workshops, you’ll learn how to find and manage literature effectively, keep up-to-date with ease, and cite references accurately.

**An introduction to using EndNote Basic and Mendeley to manage your references**

Using web-based reference management software can help you to manage your references and cite-while-you-write wherever you are working – a huge advantage when working on something as large as a thesis. In this workshop you will learn about the benefits and limitations of the available tools, and how to make the best use of web-based management software including EndNote Basic and Mendeley.

**Effective literature searching for researchers**

Do you ever feel like you are drowning in the literature or just don’t know where to look? These are common feelings in the early stages of a research degree, but effective literature searching can help you feel in control. This series of workshops organised by discipline will help you to take a thorough and systematic approach to your literature search, employing strategies to help you keep up-to-date with ease.

**Referencing and citation skills for your research degree using APA style**

Skillful use of referencing and citations can allow you to support your assertions with evidence without interfering with the flow of your writing. Whether you are new to this style of referencing or wish to hone your skills, this workshop will help you to employ accurate and artful in-text citations using the APA referencing protocol.

**Feedback**

‘Great session. I discovered a lot of great tools I didn’t know existed before. I look forward to putting these tools into practice.’

**Effective literature searching for researchers**

Book a place at port.ac.uk/skillsforge
Successful researchers are highly skilled at managing research projects and their time – and our workshops in personal effectiveness will help you make the transition to postgraduate research by developing your ability to manage your research and time effectively.

**Making best use of your time**
As a postgraduate researcher, you will be juggling your research degree studies with a range of other commitments, while also working to maintain a good work-life balance. With the support of an experienced and busy researcher, in this workshop you will share common challenges to effective time and self-management, and discuss strategies to help you make best use of your time.

**Managing the supervisory relationship**
Developing an effective relationship with your supervisory team early on can help you make a positive start to your studies. For new postgraduate researchers, this workshop will outline the roles and responsibilities of students and supervisors, and help you understand how to work well with your supervisory team. You will also consider how your supervisory relationship may change over time, and how to manage any problems that arise.

**Mini motivation boost**
Are you feeling bogged down by data collection? Stuck in a research rut or a procrastination productivity freeze? For those in the mid to late stages of their research degree, this workshop aims to provide you with the space and time to reflect on your research journey so far. In a supportive environment, you will take a step-back from your current challenges and consider what strategies could help you get back on track.

**Surviving and thriving in academia**
This workshop will introduce you to some practical strategies to become more productive and focused in your research. It will also explore how to thrive in academia, through developing good support networks, managing your workload and overcoming impostor syndrome. We will introduce you to the benefits of action learning sets, where you can work with other PGRs on developing solutions to problems that you encounter during your doctoral journey.

**Feedback**
‘Very practical workshop, the group discussion was important and helped me to identify realistic solutions. Thank you.’

‘Did exactly what it said on the tin! Thank you.’

**Mini motivation boost**

**Book a place at port.ac.uk/skillsforge**
There are certain milestones you will need to navigate during your doctoral journey. Through these workshops, we will demystify the research degree process and help you to understand what is required at each milestone and how to prepare yourself for each stage of your research degree.

**Preparing for your major review**
Many postgraduate researchers approach the major review with trepidation, but this need not be the case. Your major review is a valuable opportunity to discuss your developing research project and gain feedback from experienced researchers. In this workshop an experienced supervisor and major review assessor, and a member of the research degrees team, will talk you through what to expect and how to prepare yourself effectively for this important milestone.

**Planning and writing your thesis**
Probably the longest document you will have written, sitting down to write your thesis can be a daunting task. However, with careful preparation you can make this a manageable and (relatively!) pain-free process. Whatever stage of your research degree you are in, book a place to learn how to plan your thesis, and how taking advantages of opportunities to talk about your research can help you when you need to get down to writing.

**Preparing for your doctoral viva voce examination**
Feeling adequately prepared can help to alleviate any anxieties you might have about this important event in your research degree timeline. Designed for those who are six to nine months away from their viva voce examination, this workshop will help you to understand the purpose, process and possible outcomes. You will also gain practical experience of defending your work using typical viva questions.

**Compilation style PhD thesis**
Do you want to publish your research during the course of your PhD? Are you interested in an efficient way of incorporating your publications within your thesis? Then you might like to consider writing a compilation style PhD thesis, in which your published peer-reviewed journal articles form the core of the thesis. Come along to this workshop where, alongside PhD supervisors, you can find out more about this different style of PhD thesis.

*Book a place at port.ac.uk/skillsforge*
Research governance is a core skill for all researchers – and our GSDP workshops will help you to understand what is expected of you as a postgraduate researcher and how to meet your ethical and legal obligations. They will also help you to learn how to organise your research project and keep it running smoothly.

**An introduction to research ethics, integrity and governance**

Mandatory for all postgraduate research students, this workshop will help you understand your ethical and legal obligations as a researcher, and how to build these into the design of your research, as well as how to work with integrity as a researcher. Gain tips and guidance on how to make your way through the ethics review process within and outside the University.

**Design and implementation of ethical research involving animals**

All postgraduate researchers who plan to conduct research involving animals or that might have an impact on their environment (whether or not the research is covered by the Animals (Scientific Procedures) Act 1986) should attend. Discuss how to design ethical animal-based research and meet your legal obligations as a researcher. You will also learn how to navigate the submission process for the University’s Animal Welfare and Ethical Review Board.

**Managing your research data and documents**

Data management is a core skill for all researchers, not only to ensure you meet legal and ethical obligations, but also to protect yourself against data loss. Good document management can make it much easier to write your dissertation or thesis. Book your place to ensure you’re following good practice, and develop a plan for accurate record keeping and appropriate data management and storage.

**Project management for research**

A research degree may be the largest and longest project you have undertaken; it will almost definitely be the most uncertain. Good project management can help you successfully manage all aspects of the process. This workshop demonstrates how to apply the key project management principles effectively in a research context and provides the opportunity to problem solve common issues arising in research projects.

**Feedback**

Really interesting insight into ethics for research and how to approach it. An introduction to research ethics

‘This workshop is essential for anyone undertaking a research project, I would highly recommend taking this at the earliest opportunity.’ Managing your research data and documents

Book a place at port.ac.uk/skillsforge
Exploring Research Design

A robust and carefully considered research design is a fundamental part of good research. These workshops will help you understand the philosophical underpinnings of research and kick-start the process of designing your own research project.

**Doing research with the NHS**
Are you planning on conducting research using NHS patients, data or other NHS resources such as staff time? Then book a place on this workshop run by Portsmouth Hospitals NHS Trust to learn how to navigate your way through a successful research project in the NHS. You will learn about the governance framework for NHS research and regulatory requirements for working with NHS patients. You will also get tips on how to design your research in a way that is practical and deliverable in the NHS, and who to contact to help you get started.

**Getting started with qualitative research and a ‘whistle-stop’ tour of NVivo**
If you are considering using qualitative research methods but aren’t sure where to start, this workshop will help demystify the principles and practice of qualitative research. You will explore the assumptions on which qualitative research is based, and find out more about qualitative data collection and analysis. A ‘whistle-stop’ tour of NVivo will help you to understand the potential value of qualitative data analysis software to support your research.

**Principles of research design**
All research is underpinned by assumptions about the nature of reality and knowledge. This workshop provides an accessible introduction to the philosophical underpinnings of research. You will work to identify your own assumptions on the nature of reality and knowledge and explore how these relate to your own research questions. You will have the opportunity to receive feedback on your research ideas from fellow PGRs and experienced researchers.

**Quantitative research for complete beginners**
This workshop has been designed for those who are new to quantitative research and data analysis. Book to attend before you start data collection to help you plan your approach to analysis. You will learn about the key concepts in quantitative research, what statistical tests can be used, and how SPSS can be used to support your analysis.

**Practice Research [New]**
For those of you embarking on research that involves practice, establishing the relationship between artefact and exegesis is a necessary step towards creating a dynamic dialogue between the two. In this session, you will consider models for successful approaches and share your emerging plans with fellow PGRs. The balance between academic rigour and artistic expression will be discussed and we will look at ways to present the impact on paper and in person.
Researching within your workplace
For postgraduate researchers conducting research in their own workplace, this workshop will provide a forum to discuss the specific issues that arise for practitioner researchers. You will consider the implications of researching your own workplace on data collection, research ethics and your own career. It will also help you to plan an effective professional or work-based project that is academically credible and professionally relevant.

Feedback
‘The tutor was thorough and engaged well - an excellent presentation. Great content, tone and pace of delivery. Made a difficult topic much easier to understand!’

Getting started with qualitative research and a ‘whistle-stop’ tour of Nvivo

Book a place at port.ac.uk/skillsforge
Moving Forward with Research Design and Data Collection

Once you have decided on a research question and overall research design, these workshops will help you think carefully about the details of your research design and consider how you will collect your data to enable you to design a coherent and well-considered research project.

**Ethnography and observation**
Are you interested in conducting research that involves observing or participating in ‘real-world’ situations? This workshop will be useful if you plan to study people and activities in context. We will discuss ethnography as a research stance, and go through research designs, phases and levels of observation, and how to craft ethnographic methods to meet your research purposes. Examples from previous research and from students’ own projects will support discussion on selection and access to participants, when and how to film, how to conduct ethnographic interviews, and how to identify relevant aspects of objects and the material environment, including texts and documents. We will also explore the role of the researcher in ethnographic and observational research, and, finally, solutions for presenting different types of data in research reports.

**Getting started with survey design**
Surveys are much more than a data collection tool; they are a research method in their own right. This workshop will help you understand this common approach to research, clarifying issues relating to sampling, data collection and analysis. Importantly, you will identify the difference between a survey and a questionnaire, and find out about how to design and evaluate an effective survey instrument.

**Introduction to archival research**
If you are planning to conduct archival research, this workshop will help you to understand its value; how to locate and access local and national archival collections; and make best use of archive material. As part of this workshop, you will have the opportunity to visit a local archive – the Portsmouth History Centre.

**Introduction to big data**
Big data (data collected in high volumes, at speed, and in a variety of formats) provides many exciting opportunities for researchers to explore questions using large samples of real-life data. However, there are challenges to be considered in terms of accessing, storing and working with big data. This introductory workshop aims to help you understand the possibilities and considerations for working with big data as a researcher.

**Introduction to case study research**
Are you considering using a case study approach to your research? Is a case study approach common in your discipline? If so, this workshop will help you to understand the purpose and practice of case study research including the principles of data collection, issues around methodological rigour, developing theory from cases, and writing up your findings.
Introduction to critical and interpretive research perspectives: taking a hermeneutics approach
The belief that reality is socially constructed, and that people create their own subjective meanings as they interact with the world around them, has profound implications for how research is conducted. This workshop will help you to understand how research that seeks to explore the ‘meaning-making’ practices of participants is conducted, discussing the opportunities and challenges of such research, and underpinning philosophy and theories.

Mixed methods
If you are undertaking research in which you plan to bring together the findings of qualitative and quantitative data analysis, this workshop will help you consider the potential and challenges of this approach. You will learn about the different forms of mixed methods research, and discuss appropriate ways in which a mixed methods approach may be applied. Key considerations and issues in data collection and data analysis will also be discussed.
Principles of systematic review
Systematic reviews take a rigorous approach to the collation, evaluation and synthesis of research literature. Popular in healthcare, they are increasingly being conducted in other fields including education, business and the wider social sciences. Whether you are planning on conducting one, or have encountered them in the literature, this workshop will help you to gain a clear understanding of the purpose and process of conducting systematic reviews.

Qualitative research skills
Looking for some practical guidance about how to conduct qualitative research? This workshop will help you to move forward with the key decisions you need to make as a qualitative researcher. Find out more about effective data collection, including how to organise and conduct high-quality interviews and focus groups, and record and store qualitative data. You will also learn how to make a start with your qualitative data analysis.

Questionnaire and scale design and validation
Questionnaires and scales are a common method of data collection, but what do you need to look for when choosing one? And how do you go about developing your own? In this workshop, you will learn about the difference between questionnaires and scales, and find out how to select or develop a robust questionnaire for your own research project.

Feedback
‘Really interesting and useful. I was a bit daunted by the prospect of accessing archival material, but now I’m actually really looking forward to it.’ Introduction to archival research

‘A very detailed seminar. A good fit with my area, and there were lots of tips on doing case study research.’ Introduction to case study research

‘Fantastic session. I really enjoyed it and found it very useful.’ Introduction to critical and interpretive research perspectives: taking a hermeneutics approach

‘About the best of many I have been to at the Graduate School...Excellent workshop.’ Mixed methods

Book a place at port.ac.uk/skillsforge
Analysing and Presenting Research Data

Whatever type of data you will be collecting, you should take time to plan your data analysis before you start – so you can be confident that you are collecting data that can help you to answer your research question. These workshops will help you plan your data analysis, work with a variety of types of data, conduct robust analyses and present your findings to the best effect.

QUALITATIVE DATA

Analysing talk and text
Find out more about the potential of different approaches to the analysis of talk and text, including content analysis, textual analysis, and conversation analysis. This workshop will help you to understand the principles and practice of these approaches. You will learn how to apply them to the analysis of text-based documents (e.g. media or policy documents) or accounts (e.g. interview transcripts), images and videos, and to naturally occurring conversation.

NVivo qualitative data analysis software: Part 1, an introduction to the software
Computer-aided qualitative data analysis software (CAQDAS) can be a fantastic tool to help you manage the analysis of textual, pictorial or video data. This workshop will help you to understand the potential of NVivo, a commonly used CAQDAS, to support your own data analysis. You will learn how to upload your data into NVivo, build a project database, and initiate coding processes.

NVivo qualitative data analysis software: Part 2, advanced skills
For postgraduate researchers who have already attended Part 1, an introduction to the software, this workshop will take a hands-on approach to help you understand the potential of the advanced features of NVivo to support your qualitative data analysis. There will be the opportunity to discuss different analytical strategies using qualitative data analysis software. You will also learn how to make effective use of the query, relationship coding, and modelling functions of NVivo.

Writing and reporting qualitative data analysis
Writing and reporting qualitative data analysis often presents interesting challenges such as how best to use quotes, and how to express broader themes without losing the underlying subtleties in your data. You may even find that writing forms part of the analysis itself as you choose how best to structure and communicate your findings. Book a place on this workshop to learn how to communicate your data analysis process and findings, and construct meaningful and justified conclusions.
QUANTITATIVE DATA

To assist you, these workshops are presented in the general order in which you should plan to attend them. You do not need to attend all these workshops, but it is essential that you attend the introductory workshops (or are confident that you have the equivalent knowledge and experience) before attending the later (more advanced) workshops.

Understanding data and descriptive statistics
Whether you are new to quantitative research or looking to refresh your knowledge, this workshop takes a hands-on approach to help you to understand the core concepts and terminology that underpin how we work with research data. You will learn how to conduct exploratory data analysis and produce meaningful descriptive statistics. No prior knowledge of statistics will be assumed, but you might find it useful to have previously attended the Quantitative Research for Complete Beginners Workshop (see page 12).

Introduction to inferential statistics
For those conducting quantitative research, and familiar with the basics of SPSS, this workshop introduces you to inferential statistics, and gives you the opportunity to work with an example dataset to gain experience of undertaking and interpreting inferential statistical analyses. Bring along your own dataset, or plans for data collection and analysis, for the opportunity to discuss these with an experienced quantitative researcher.

Introduction to SPSS
SPSS is widely used for quantitative data analysis, so knowledge of how to use this software is key for many researchers. If you are new to using SPSS or need a refresher, this workshop will help you to understand the potential of this powerful software and give you hands on experience to develop your confidence. During the workshop you will explore the key features and functions of SPSS, and undertake some simple statistical analyses.
Introduction to R statistical software
R is an increasingly popular free, open-source software environment for statistical computing and graphics. This half-day workshop will help you to find out about this alternative to SPSS, and learn how to use it to meet your data presentation and analysis needs. A hands-on workshop, you will have the opportunity to develop your confidence working with R and undertake simple and inferential statistical processes.

R Applications [New]
R has applications across the humanities, social sciences and sciences. This day long workshop will introduce you to the fundamentals of coding, teach you how to read in and tidy data, generate descriptive statistics (means, standard deviation, correlations), make pretty graphs (bar plots, scatterplots, histograms etc.) and deploy inferential tests (t-tests, anova and regressions). This workshop provides PowerPoints, example scripts (that you can take away) and exercises to help you consolidate what you have learnt.

Web scraping using R [New]
So much of our life is now conducted online that there are huge reservoirs of interesting real-life data that can provide valuable insights into human and societal behaviour. Web Scraping is the automatic collection of information from websites. In this session you will learn how to download webpages, extract information from each of those web pages and store it in a form that is ready to analyse. Discussion of the ethics of web scraping and tips on practical etiquette whilst web scraping will also be provided.

Using MS Excel for your data analysis
Excel is the most popular software package for displaying and understanding numerical information. This session provides an overview of the ways in which Excel can be used to explore, manipulate and understand research data. From entering data to producing charts, working with table objects and pivot charts to undertaking descriptive and inferential analyses, this workshop will introduce you to the possibilities for data analysis using this software.

Making best use of SPSS for social scientists
Imagine this common scenario...you know how to do research, you have collected your data, you learnt about SPSS (a while ago!) and know roughly what you hope to find—but find yourself unsure about how to begin your analysis. This session is for those many researchers who find themselves in this situation, find their SPSS is rusty or just wish they had a bit of guidance or a checklist to remind them where to start.

Introduction to multivariate statistics
Multivariate statistics allow you to conduct analyses using more than one outcome variable. Employing examples from survey method data this workshop uses a hands-on approach to introduce you to the principles and practice of a wide variety of multivariate statistics that you might come across in your studies, including multiple regression, MANOVA, structural equation modelling and factor analysis.

Introduction to factor analysis
If you are considering using factor analysis, or will be reading research that has used this analysis, this workshop will help you to understand the potential of this powerful tool to explore the factors underlying your research data. The similarities and differences between factor analysis and principal components analysis will be explored, alongside a discussion of the strengths and limitations of this type of analysis. Using a hands-on approach, learn how to conduct a robust factor or principal components analysis and interpret the resulting factors/components.
Introduction to confirmatory factor analysis
Confirmatory Factor Analysis (CFA) is an increasingly popular method for determining whether data that has been collected fits a theoretical model and is often used to demonstrate the factorial validity of a psychometric scale. This workshop provides a practical introduction to CFA and how it is set up and interpreted using the IBM SPSS AMOS package using examples from survey methods. A basic understanding of Factor Analysis would be helpful to get the most out of this session.

Presenting quantitative data analysis
For those familiar with descriptive and inferential statistics, and data analysis software, this workshop shows you how best to present the results of your quantitative data analysis. You will learn how to identify what information to report from the output of statistical analyses including t-test, ANOVA, correlation, multiple regression, MANOVA and factor analysis, and present these meaningfully in your results section using text, tables and graphs.

Book a place at port.ac.uk/skillsforge
Feedback

‘I’ve gone from completely lost to feeling confident that I could use this software. Thank you.’ **Introduction to R statistical software**

‘The most useful course I have been to at the Graduate School. Absolutely fantastic and so helpful. The tutors were really helpful and managed to make something potentially overwhelming easy to understand and interesting.’ **NVivo qualitative data analysis software: Part 1, an introduction to the software**

‘For a subject matter that ‘terrified’ me I found this workshop very interesting and useful. Left with important knowledge to help me.’ **Presenting quantitative data analysis**

‘I was initially expecting this topic not to be so relevant to me as I usually use SPSS but I found it very useful. It was very helpful just to get a better feel for Excel.’ **Using MS Excel for your data analysis**
Excellent research is nothing if we cannot communicate it effectively to other researchers and the wider public. In these workshops, you’ll learn how to skilfully communicate your work and its implications to a wide variety of audiences.

**Conference skills**
Attending or presenting at a conference is an exciting opportunity to join the wider research community in your field. A mini-conference itself, this workshop will help you to get the most out of conference attendance. You will learn how to select an appropriate conference and present your work effectively, and about important practical and travel considerations. You will also have the chance to practise your own mini-conference presentation. Some pre-workshop preparation is required.

**Getting published in print**
If you are aiming to publish your research in print, you will need to navigate the publishing and peer review process. Finding out about this process before you start can save you time and energy in the long run. In this workshop you will consider how to develop a strategy to publish your work, and learn how the peer review and publishing process works (including the chance to get hands-on experience as a peer reviewer).

**Getting published on the web**
While formal publications can be a great addition to your thesis and CV, web-based publishing can offer you a quicker route to sharing your research with a wide audience.

It can also provide a forum for you to engage others in discussions about research in your field. This workshop will help you to explore the possibilities and potential for publishing your work on the web. It’s not a hands-on workshop - rather it will give an introduction to a variety of potential solutions, ranging in technical terms from easy to hard.

**Making best use of presentation software**
We’re all familiar with ‘death by PowerPoint’ but careful use of innovative software can help you to communicate research and presentations in an engaging and effective manner. For those experienced in traditional software packages, this workshop will help you to learn how to make the most of this while exploring other presentation software to complement speech and enhance communication.

**Making use of open access publishing**
Researchers are increasingly being encouraged to publish their work in an open access format accessible by audiences outside academia. In this workshop, you will discuss how this changing publication landscape affects you as a postgraduate researcher, and learn how to locate and access high quality open access content to support your own research.
Presentation skills group
An effective and engaging presentation style can transform an audience’s enthusiasm for your research. Whether you are seeking to polish your skills or grow in confidence, with the support of an academic skills tutor, this group will help you to develop an academic presentation style that suits you. You will need to commit to attending all three meetings, preparing a short presentation about yourself, and providing considered feedback on others’ presentations.

Principles of successful poster design
Postgraduate researchers are often invited to present a poster at events and conferences; learning how to design an eye-catching poster that communicates your research clearly will help your work stand out from the crowd. This workshop will help you understand the principles of successful poster design to present information in a visual format that engages your reader and can be read as a standalone piece of work.
Writing a journal article, book chapter or research monograph
Sharing your findings through a publication is an important part of the research process, and seeing your work in print for the first time is a special moment. But, where do you start? And how do you give your work the best chance of being accepted? This workshop will help you to understand the publishing process from start to finish including how to write a high-quality publication.

Writing a successful abstract
A successful abstract is a vital means by which to communicate the importance of your work, and will be the first thing peer reviewers, researchers and your examiners read. Whether you are preparing for conference submission, a journal article or your thesis, this workshop will help you to write a professional and polished abstract.

Feedback
‘Brilliantly delivered and incredibly helpful!’ Getting published in print

‘Very interesting. I learned about presentation software I had not heard of before.’ Making best use of presentation software

‘An excellent tutor who brought presentation skills to life... it has been a great boost to my presentation skills.’ Presentation skills group

‘Tutor had tons of enthusiasm even late on a Friday. It was great to be able to benefit from the tutor’s expertise in the area. A very interesting and informative workshop’ Writing a journal article, book chapter or research monograph

Book a place at port.ac.uk/skillsforge
Career Development

Whatever your goals and motivations or stage of your research degree, our career development workshops will help you consider and plan your next steps, and make the most of the opportunities available to you during your research degree.

Capitalising on the enterprise culture
Many of the qualities you need to be a successful researcher are also those you need to be a successful entrepreneur. If you are interested in starting your own business, or would like to explore how to generate commercial businesses from everyday problems and scale them up, this workshop will help you to understand the basic concepts behind every startup.

Effective job searching
Understanding the best routes to find out about job vacancies is crucial to an effective job search. This workshop will help you to learn about how to search for advertised jobs, identify and work with specialist recruitment agencies, and access the largest source of jobs – the ‘hidden job market’.

Enhancing your employability during your studies
A research degree is a fantastic opportunity to focus on your professional development. This workshop has been designed to help you consider how you can make the most of your time as a postgraduate researcher to engage in activities to support your broader career goals. You will find out what employers are looking for, and how to take a strategic approach to select development opportunities to set you apart from the crowd.

How to search for research funding
If you are interested in winning external funding to support your doctoral and post-doctoral research, book a place on this workshop to find out strategies for locating funding, the types of funding that are available, and strategies for success. This workshop will also help you to ensure you and your research ideas stand out in an increasingly competitive funding landscape. This workshop links to the Writing a Funding Application session.

Marketing yourself: developing an effective application form or CV
While you develop a wide range of advanced skills as a postgraduate researcher, you can’t assume that an employer will be aware of what these are. Whether you are considering applying for academic or non-academic positions, this workshop will help you understand how to demonstrate your skills and experience effectively in application forms and your CV to persuade employers that you should be invited for interview.

Myers Briggs Indicator and its use in career development
Understanding your personality can be very helpful in your career development from exploring what job roles fit your own working style and preferences, to understanding how your (and others’) personality type influence team dynamics. Book a place on
this workshop to find out more about your own personality type and how this links to your own strengths and talents.

**Preparing for job interviews**
Job interviews remain the most common form of assessment during the recruitment process. This workshop will help you to develop your confidence in preparing for and presenting yourself effectively in job interviews. You will have the opportunity to find out about the types of questions most commonly used by postgraduate and postdoctoral recruiters, and consider how to develop strategies to deal with difficult questions.

**Pursuing your research beyond your doctorate**
Do you want to pursue a research career after your doctorate? If so, you need to lay the foundations for your post-doctoral research as early as possible. In this workshop, you will learn about the funding landscape and career opportunities for researchers. Hear from doctoral graduates who have built a successful research career about their own career paths, and top tips for making the transition from postgraduate to post-doctoral researcher.

**What next? Career options for research degree graduates in the creative and cultural industries, humanities and social sciences**
75% of research degree graduates from the creative and cultural industries, humanities and social sciences are employed outside of Higher Education three years after graduation. Book a place on this workshop to explore career options outside of HE. You will learn how your skills, interest and values have direct relevance to your career options, and will be supported by experienced Careers Advisers to develop a personalised careers action plan.

**What next? Career options for research degree graduates in the sciences and technology**
Over 30% of research degree graduates from the sciences and technology are employed outside of Higher Education three years after graduation. Book a place on this workshop to explore career options outside of HE. You will learn how your skills, interest and values have direct relevance to your career options, and will be supported by experienced Careers Advisers to develop a personalised careers action plan.
Writing a funding application
Funding is integral to a successful research career, and although new researchers rarely submit grant applications alone, writing persuasive applications is a core skill for all researchers. In this workshop you will learn about the funding landscape, the funding process, and the key components of a successful application. You will also find out what opportunities postgraduate researchers can use to get experience of applying for funding.

Feedback
‘Very useful, and the presenter is very helpful and knowledgeable.’ How to search for research funding

‘I enjoyed this session and have gained insight into how to think about my future career.’ What next? Career options for research degree graduates in the sciences and technology

‘Well put together, effective and answered all questions I had in mind.’ Marketing yourself: Developing an effective application form or CV

Book a place at port.ac.uk/skillsforge
Graduate School

The Graduate School Development Programme is co-ordinated by the Graduate School and supported by colleagues from across the University, from academic and central departments.

Contact Us

E gsdp@port.ac.uk
T 023 9284 2984
W port.ac.uk/graduateschool
@GradSchoolUoP

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