

# Researcher Development Programme

## Generic Courses – September to December 2012

The timetable of generic courses being delivered between September and December 2012 as part of the Researcher Development Programme is below. Please refer to your handbook for timescales within which courses should be completed. These courses are available to all students who are enrolled for either a PhD or MPhil degree.

**Please note places on each course are strictly limited, so booking is essential.** Students who are unable to attend, having booked a place, must inform the Graduate School Office as early as possible so places can be re-allocated. For course bookings please contact the **Graduate School Office** by:

Email: [rtp@dmu.ac.uk](mailto:rtp@dmu.ac.uk)  
Tel: (0116) 250 6242

You will receive confirmation of your booking. A reminder will be sent to you approximately 7 days prior to the course taking place, which will include confirmation of the venue details.

Please contact us in advance of the course if you have any particular needs you would like the administrators or the presenters to be aware of. For example let us know if you require further information on building access or resources and equipment available to you.

### Group 'A' Compulsory Courses (refer to handbook for completion deadlines)

<b>Intellectual Property Rights and Ethics</b> (REST7103)	Monday 12 <sup>th</sup> November 2012 13.00 - 16.00	Tuesday 11 <sup>th</sup> December 2012 10.00 - 13.00
<b>Planning and Managing Research</b> (REST7102)	Thursday 18 <sup>th</sup> October 2012 10.00 - 16.00	Friday 23 <sup>rd</sup> November 2012 10.00 - 16.00
<b>Research Student Induction Event</b> (REST7101)	Monday 29 <sup>th</sup> October 2012 10.00 - 13.30 (light lunch provided)	Tuesday 20 <sup>th</sup> November 2012 10.00 - 13.30 (light lunch provided)
<b>Literature Searching and Reference Management</b> (REST7001)	<u><b>Group 1:</b> Computing Science, Engineering or Pharmacy</u>	<u><b>Group 2:</b> Art, Design, Business, Law, Health, Community Study or Humanities</u>
Book the course that reflects your studies as this course is split into discipline areas as shown.	Wednesday 24 <sup>th</sup> October 2012 10.00 - 16.00	Monday 5 <sup>th</sup> November 2012 10.00 - 16.00
	Tuesday 6 <sup>th</sup> November 2012 10.00 - 16.00	Tuesday 13 <sup>th</sup> November 2012 10.00 - 16.00

### Group 'B' Compulsory Courses (refer to handbook for completion deadlines)

<b>Presenting Research To An Audience</b> (REST7201)	Tuesday 23 <sup>rd</sup> October 2012 10.00 - 13.00	Monday 26 <sup>th</sup> November 2012 14.00 - 17.00
<b>Writing Skills*</b> (REST7002)	Tuesday 23 <sup>rd</sup> October 2012 14.00 - 17.00	Monday 26 <sup>th</sup> November 2012 10.00 - 13.00

\* It is recommended you attend this course before completing the transfer report, where relevant.

### Group 'C' Compulsory Courses (refer to handbook for completion deadlines)

<b>Structuring and Completing Your Thesis **</b> (REST7301)	Tuesday 30 <sup>th</sup> October 2012 09.30 - 12.30	Monday 3 <sup>rd</sup> December 2012 09.30 - 12.30
<b>Publishing Research Findings</b> <u>Previously Writing For Publication</u> (REST7203)	Monday 5 <sup>th</sup> November 2012 14.00 - 17.00	

\*\* Please ensure you attend this course prior to submitting your thesis.

### Group 'D' Compulsory Courses

<b>Preparing For Your Viva</b> (REST7303)	Tuesday 30 <sup>th</sup> October 2012 13.30 - 16.30	Monday 3 <sup>rd</sup> December 2012 13.30 - 16.30
<b>Successful CV's, Job Applications and Interview</b> <u>Previously Written Application Skills and Job Interview Skills</u> (REST7302)	Friday 2 <sup>nd</sup> November 2012 10.00 - 15.00	

## Optional Courses Available To All Students

<b>Library Refresher/Keeping Up To Date</b> (REST7516)	Thursday 29 <sup>th</sup> November 2012 14.00 – 16.00	
<b>Taking a Critical Approach to Your Research</b> (REST7521)	Thursday 8 <sup>th</sup> November 2012 10.00 – 16.00	
<b>Introduction To NVivo for Qualitative Data</b> (REST7514)	Tuesday 11 <sup>th</sup> September 2012 14.00 – 17.00	
<b>Advanced NVivo for Qualitative Data Analysis</b> (REST7518) Students must have attended the Introduction To NVivo for Qualitative Analysis course and must have their own data to bring with them to this course.	Wednesday 19 <sup>th</sup> September 2012 14.00 – 17.00	
<b>Creating and Managing Large Documents Using Word 2007</b> (REST7003)	Tuesday 25 <sup>th</sup> September 2012 9.30am – 4.30pm  Friday 7 <sup>th</sup> December 2012 9.30am – 4.30pm	Wednesday 10 <sup>th</sup> October 2012 9.30am – 4.30pm
<b>Effective Presentation Using Powerpoint</b> (REST7202)	Monday 1 <sup>st</sup> October 2012 9.30am – 4.00pm  Thursday 29 <sup>th</sup> November 2012 9.30am – 4.00pm	Tuesday 23 <sup>rd</sup> October 2012 9.30am – 4.00pm
<b>Managing Data Using Excel 2007</b> (REST7504)	Friday 16 <sup>th</sup> November 2012 9.30am – 4.30pm	

Register your interest in attending any of the following **OPTIONAL** courses by email at [rtp@dmu.ac.uk](mailto:rtp@dmu.ac.uk)

**Introduction to Quantitative Data Analysis Using SPSS** (REST7506)  
**Personal Networking For Career Success** (REST7511)  
**Finding a Career That Fits You** (REST7510)  
**Handling Employers' Assessment Days and Selection Tests** (REST7515)  
**How to Manage Your Career and Improve Your Employability** (REST7509)  
**Interdisciplinary Research** (REST7519)  
**Media Training** (REST7302)  
**Qualitative Methods in Health and Social Sciences** (REST7505)  
**Intermediate Quantitative Analysis Using SPSS** (REST7528) You must attend REST7506 before this course  
**Winning Grant Funding** (REST7507)  
**Advanced Presenting Your Research To An Audience** (REST7508)  
**Research Practices in Micro and Nano Sciences and Technologies** (REST7516)

## Beginning to Teach in Higher Education

This course is compulsory for research students planning to teach at De Montfort University. If you are not planning to teach at De Montfort University please let us know and we will change this course to optional for you.

This course is designed for postgraduates who teach in any discipline and considers different approaches to learning and learning style with a very practical focus. Topics include small group teaching, giving lectures/presentations and assessing students' work. This course should be booked by contacting Nila Patel at [NilaPatel@dmu.ac.uk](mailto:NilaPatel@dmu.ac.uk) or on 0116 257 7626. The next scheduled delivery of this **two** day course is on Tuesday 25<sup>th</sup> and Wednesday 26<sup>th</sup> September 2012 (9.30am – 4.30pm both dates).

### PLEASE NOTE:

- Attendance is compulsory for the entire duration of the course. Failure to complete to the satisfaction of the presenter will be deemed as non-completion.
- The Graduate School Office takes non-attendance very seriously and failure to attend courses booked, without prior notification, may affect your registration on the programme.
- Students are reminded that they must inform the Graduate School Office, in writing, if they cannot attend a course they have reserved a place on.