RESEARCH STAFF DEVELOPMENT OPPORTUNITIES

2019 - 2020

Every year, the University provides a comprehensive programme of development opportunities for research staff, which you are eligible to attend whichever type of contract you are on (fixed term, research intensive or teaching and research) and at whichever stage of your career. This document informs you of the workshops that are available during the spring and summer terms.

SUMMARY OF DATES

You can see at a glance from the table below the range of research specific talks covered by this brochure and the dates they are available. Further details are provided on the following pages, as well as details of other courses that may be of interest.

Training Course Title	2020					
	Jan	**Feb**	**March**	**April**	**May**	**June**
Stakeholder Mapping for Research			10th		13th	
Communicating your Research: Five Simple Ideas		5th		1st		
Using Social Media to Communicate and Enhance your Research	14th			2nd		
Writing about your Research to Non-Academic Audiences		11th		23rd		
Scholarly publishing: requirements and opportunities		18th			TBC	
CentAUR, REF & Funders' Open Access Policies for Publication	17th		19th			
CentAUR and Open Access Surgery		25th			15th	
ORCiD Identifiers - What are they and why do I need one?	13th					
Introduction to Altmetric Explorer		5th				
Introduction to Bibliometrics	21st					
Introduction to SciVal Research Intelligence Tool	15th					
Managing your Digital Researcher Profile		12th				
Engaging with Policymakers			3rd		12th	
Public Engagement - Research			17th		21st	

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INTRODUCTION

The University of Reading is defined and driven forward by its research – it is part of everything we do: from our thriving undergraduate programmes in which students are producers rather than just consumers of knowledge, through our vibrant underline postgraduate research community, our support services and our academics, to the most distinguished of our research professors. You all have a role to play. Your work contributes to an expansion of knowledge, both across the world and for you personally. This development programme provides further opportunities for you to enhance your knowledge and skills, both for your immediate research and further career development.

HOW HAS THE PROGRAMME BEEN DEVELOPED?

The University is committed to the development of its research staff and is a signatory to the Concordat to Support the Career Development of Researchers https://www.vitae.ac.uk/policy/concordat-to-support-the-career-development-of-researchers. Our approach to implementing the Concordat has been recognised by the European Commission and we were one of the first ten Universities in the UK to win its HR Excellence in Research Award, which we have retained for eight years. For further information see http://www.reading.ac.uk/internal/researchstaff/about/HRExcellenceinResearchPage.aspx.
The Research Staff Development Programme has been designed following consultation and input from the Deputy Vice-Chancellor, Research Deans, Research Staff Committee, as well as subject matter experts from across the University.
The talks are delivered by internal and / or external experts in their field, many of whom have research experience.

BOOKING REMINDERS

Choosing your sessions

There is no limit to the number of sessions that you can attend, but please seek the agreement of your Principal Investigator before booking. The sessions listed here are not exhaustive but have been provided with the needs of research staff in mind.

Before you book

You should discuss your participation with your Principal Investigator. If you work part time, you may need to arrange your hours to enable you to attend in work time rather than your own time. This will not always be possible, and you may decide to attend in your own time, but you will not be required to do so. If you do attend in your own time, your PI may agree to time off in lieu, but you should check this in advance.

Booking your place

Please book by logging into UoRLearn
Booking of places is essential. Many sessions have a limit on the number of participants and early booking will highlight the need for repeats. Of necessity, we reserve the right to refuse access to those who have not booked.

Confirmation

You will normally be sent confirmation of a booking immediately. Joining instructions, which act as a useful reminder, will be sent about a week in advance of the session, normally by email. If you find that you need to cancel, please log into UoRLearn and 'drop' the course.

Cancellations

Some sessions use external expertise, for which we pay, and have a limit on places. We may need to cancel courses if minimum numbers are not met, or due to speaker illness.

RESEARCH STAFF SPECIFIC TRAINING

The following talks have been specifically designed for research staff.
They are all available to book from UoRLearn

Stakeholder Mapping for Research Staff

Understanding your key stakeholders and what they want from your research is a fundamental part of any successful communications or engagement plan. This session will introduce some simple tools to help you identify and prioritise potential stakeholders and to decide how best to work with them. We will use case studies from research teams across the University and live examples from participants to show how understanding your audiences can help you to improve your research and its impact. Led by the Research Communications and Engagement team. This is a new session that is currently being developed. Please reserve the date and time if you think this may be of interest to you, as it is not yet available to book via Employee Self Service.

Tuesday 10 March 2020   **10.00 – 12.30**

Wednesday 13 May 2020   **10.00 – 12.30**

Communicating your Research: Five Simple Ideas

This session will get you thinking about communicating your research using different channels to engage with a range of audiences, including other academics, policymakers and practitioners. Led by the new Research Communications and Engagement Team, this will be an opportunity to work with experienced communication specialists on effective ways to communicate your research. This is an increasingly important part of being a successful academic, and will be useful for researchers at all stages of their career.

Wednesday 5 February 2020   **10.00 – 12.30**

Wednesday 1 April 2020   **10.00 – 12.30**

Using Social Media to Communicate and Enhance your Research

This is aimed at all interested researchers. Social media has fast established itself as not only a tool to broadcast information, but also as a platform for discussion and debate. This session is an introduction to using social media tools to communicate your research effectively. We'll look at some strategies of how you can get started and manage your social media presence; ways different platforms are used and provide some real life examples of how other researchers have used social media. Finally, we'll explore how you can start to measure the success, or otherwise, of your social media efforts.

Tuesday 14 January 2020   **10.00 – 12.30**

Thursday 2 April 2020   **10.00 – 12.30**

Writing about your Research for Non-Academic Audiences

Writing for public audiences can be incredibly rewarding and enriching and is a great opportunity to share your research with new audiences. This workshop will explore what's interesting about your research to your intended audience and what to include. We will give you some top tips on structure, writing style and how to keep your audience's attention. There will be plenty of opportunity for discussion and a couple of practical exercises. Please come prepared to talk / write about your research.

Tuesday 11 February 2020   **10.00 – 12.30**

Thursday 23 April 2020   **10.00 – 12.30**

Scholarly Publishing: Requirements and Opportunities

This session is intended for early career researchers or for those needing a general overview.

We provide practical information about maximizing the visibility of your research publications for the benefit of both you and the University.

Following the session you will be able to:
- recognise the different types and benefits of open access
- comply with key open access policies
- know what to deposit in CentAUR
- apply to the University's fund to cover open access publishing costs
- make informed choices about where to publish
- make informed decisions about sharing networks
- access key bibliometric tools and Altmetric
- register for and populate an ORCiD

(See also OPEN ACCESS PUBLICATIONS POLICIES AND WHAT THESE MEAN FOR YOU for a shorter, focused course for researchers who need to comply with REF and funder open access policies. There is an overlap between the courses.)

Tuesday 18 February 2020   **09.30 – 11.00**

May 2020   (Date TBC)   **09.30 – 11.00**

CentAUR, REF & Funders' Open Access Policies for Research Publications

This session explains to researchers which publications the University requires them to deposit in CentAUR (green Open Access) and how this ensures compliance with both the University's Open Access policy and the more specific REF and funder Open Access policies. We will also include guidance on how to publish as gold Open Access. The focus is on journal articles. At the end of the session you will be able to comply with the University's CentAUR Deposit policy, Open Access policy, REF 2021 Open Access policy, funder Open Access requirements, use tools to find funder and publisher policies, and apply to the University's Open Access Fund to cover open access publishing costs.

Friday 17 January 2020   **13.00 – 14.00**

Monday 19 March 2020   **13.00 – 14.00**

CentAUR and Open Access Surgery

This session is intended for researchers and those supporting them.

We can help you with queries about the open access policies that you must comply with, the gold and green options available to you and the processes to follow. We can also answer a wide range of questions about CentAUR (our institutional repository), or provide an overview of CentAUR for new users.

(See also SCHOLARLY PUBLISHING – REQUIREMENTS AND OPPORTUNITIES for those needing a general overview and OPEN ACCESS PUBLICATIONS POLICIES AND WHAT THESE MEAN FOR YOU for researchers who need to comply with REF and funder open access policies. There is some overlap between these two courses.)

Tuesday 25 February 2020   **12.00 – 12.45, 13.00 – 13.45, 14.00 – 14.45**

Friday 15 May 2020   **12.00 – 12.45, 13.00 – 13.45, 14.00 – 14.45**

Introduction to Altmetric Explorer

Altmetric Explorer helps track mentions to research outputs from Twitter, Facebook, news outlets, Wikipedia, Mendeley and lots of other 'alternative' sources. This hands-on session will show you how to use the tool to investigate and analyse the reach and impact of your research. You will find out about the background and rationale for altmetrics, understand how to interpret the Altmetric 'donut', know how to track media attention to research publications, find out who is saving your publications in Mendeley, and discover how you could use Altmetric data in grant applications, CVs, and impact statements.

Wednesday 5 February 2020   10.00 – 12.00

ORCiD Identifiers – What are they and why do I need one?

ORCID identifiers are being increasingly adopted by publishers and funders and there are already over 700 ORCID users at University of Reading. This session will help you understand why you need to create an ORCID identifier (ORCID iD) to establish your researcher identity and claim your research outputs. Find out how and when to use your ORCID ID in your professional scholarly activities. This is a 90 minute session, however the last 30 minutes will be reserved for you to create and populate an ORCID record with assistance from the trainer.

Monday 13 January 2020   10.00 – 12.00

Introduction to Bibliometrics

Bibliometric data are increasingly used in research assessment exercises and in recruitment decisions but they can also give you insights into how your research is being used by others and help you to make informed journal choices. This session will introduce some commonly used bibliometrics and explain how they are calculated and what they mean. The issues behind the responsible use of metrics will also be explored. A hands-on section of the session will use tools such as Scopus, SciVal, Google Scholar and InCites to explore bibliometric data sources. This is a 90 minute session however the last 30 minutes will be allocated for hands on tasks.

Tuesday 21 January 2020   10.00 – 12.00

Introduction to the SciVAL Research Intelligence Tool

SciVal is a powerful research intelligence tool based on bibliometric data from research publications. SciVal enables researchers and those supporting research staff to visualize their institution/group's research performance and benchmark it relative to their peers based on a variety of different metrics. It can also help you identify areas or partners for the development of collaborative networks. This session will introduce you to the scope and possibilities of SciVal and show you how to perform targeted analyses based on the publications of your own research division. This is a 90 minute session. The first 60 minutes will explain what the tool is and how it can be used. The last 30 minutes will be an extended hands-on activity so that you get practical experience of using the tool.

Wednesday 15 January 2020   13.00 – 15.00

Managing your Digital Researcher Profile (1-1 Session)

Tracking the impact and reach of your research outputs is much easier if you have a consistent digital identity. Give your digital identity a health check by looking at your Google Scholar, ResearcherID, Scopus Author ID and ORCiD profiles. In this one-to one session you can check which researcher identifiers you already have, which ones you might need and ensure that your research outputs are correctly attributed to you. This session can include: setting up and/or checking your Google Scholar account; setting up and/or checking your ResearcherID, Scopus Author ID, ORCiD ID; checking that your publications are correctly attributed to you in bibliographic databases.
One to one sessions will be available.

Wednesday 12 January 2020   10.00 – 10.45, 10.55 – 11.40, 11.50 – 12.35

Engaging with Policymakers

At some point in their career, many researchers will be asked to provide advice to policymakers in government, the public sector or the private sector. In this session, we will discuss some of the different ways that researchers can engage with Westminster and with Whitehall. We will look at how policymakers access information to help them make decisions and explore some of the different routes that researchers can use to engage in parliamentary processes. We will also discuss how to write an impartial summary of your research and situate your work in a wider policy context. We will work with practical examples with plenty of time for discussion.

Tuesday 3 March 2020   **13.00 – 15.30**

Tuesday 12 May 2020   **10.00 – 12.30**

PERSONAL DEVELOPMENT

There are a variety of other courses available for your general personal development, such as Presenting with Power, Managing Stress, Productivity and Time Management, Managing Change, Understanding Yourself and Others, Managing Effective Relationships., Confident Conversations and many more.

Details of all these courses are on UoRLearn. Some of the courses are delivered face to face and some are available as on-line courses.

FURTHER INFORMATION

For further information about any of these courses or to put forward ideas for additional courses you would find helpful, please contact:

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The book '**What Every Postdoc Needs to Know**' is available to borrow from the library. It contains a wealth of information to guide you through the key things you need to consider as a postdoc, so you can move on to the career of your choice.

http://www.worldscientific.com/worldscibooks/10.1142/q0070

HRER Excellence in Research

The University of Reading has been recognised by the European Commission for its work in improving working conditions and career development opportunities for Research Staff. Reading was one of the first ten UK universities to receive the HR Excellence in Research (HRER) award for adopting **The European Charter for Researchers**. As part of the process, the University demonstrated that it had undertaken an internal analysis to compare institutional practices against the **Concordat to Support the Career Development of Researchers** and had developed an action plan based on the results. This is a UK-wide process that enables UK HEIs to gain the European Commission's HR Excellence in Research award. The award is ratified every two years.

Accreditation is awarded in the UK from Vitae. This organisation is part of The Careers Research and Advisory Centre and is dedicated to enhancing the skills and careers of researchers and have produced the Researcher Development Framework (RDF), which describes the knowledge, behaviour and attributes of successful researchers. You can use this framework to identify your strengths, plan actions, review achievements and create a portfolio of evidence.

Researcher Development Framework
The RDF has been created from empirical data, collected through interviewing researchers, to identify the characteristics of excellent researchers expressed in the RDF as 'descriptors'. The descriptors are structured in four domains and twelve sub-domains, encompassing the knowledge, intellectual abilities, techniques and professional standards to do research, as well as the personal qualities, knowledge and skills to work with others and ensure the wider impact of research

The full framework can be found at:

https://www.vitae.ac.uk/researchers-professional-development/about-the-vitae-researcher-development-framework

The Vitae website contains a range of information and resources to support you in your career development.