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Research and KE Development Training Programme 2024/25 – (Summary) Brochure

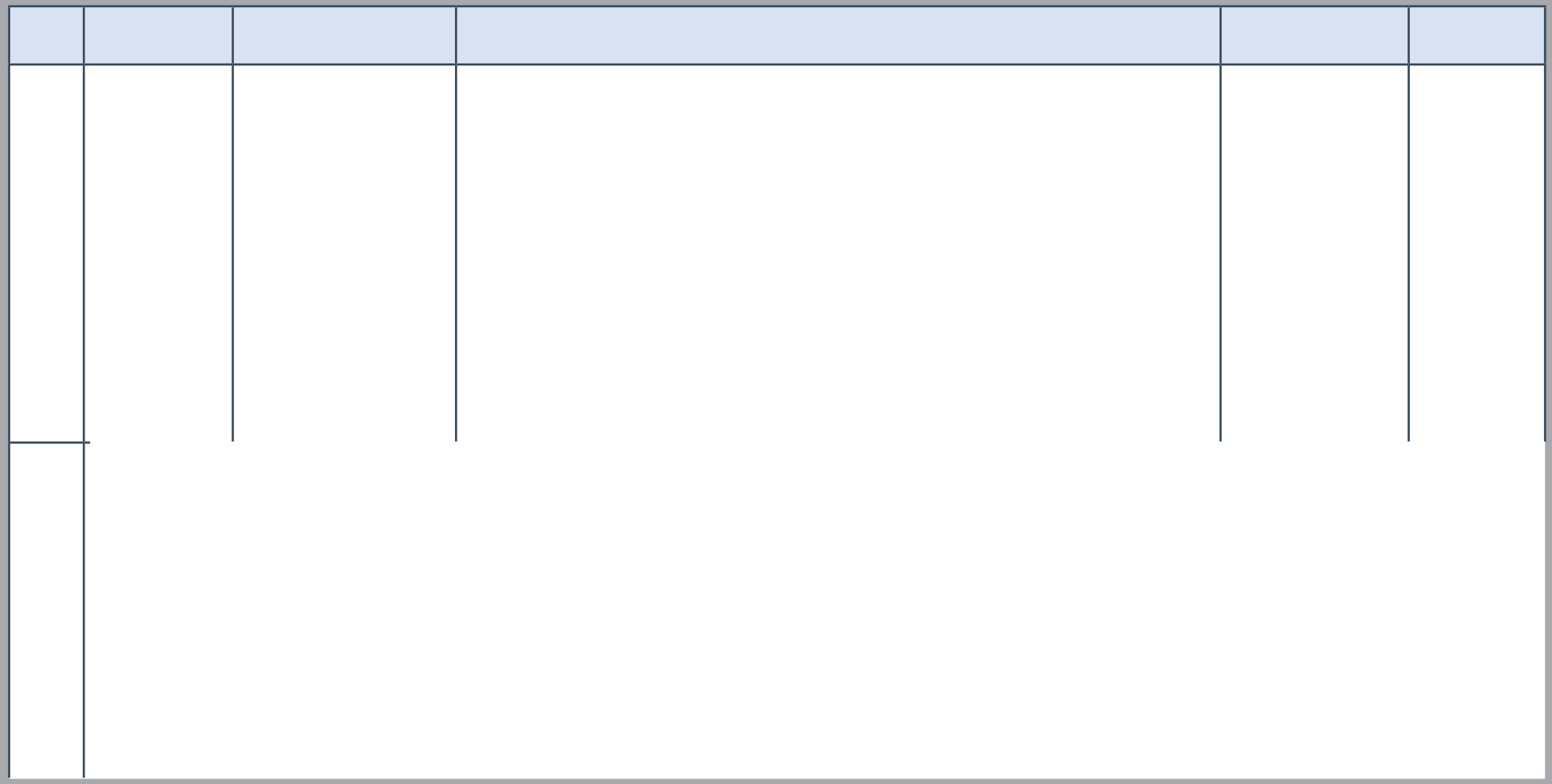
As a signatory to the 2019 Concordat to Support the Career Development of Researchers QMU recognises that professional and career development are integral to enabling researchers to develop their full potential and has a commitment to:

- Provide opportunities, structured support, encouragement and time for researchers to engage in a minimum of 10 days professional development pro rata per year, recognising that researchers will pursue careers across a wide range of employment sectors.
- Ensure that researchers have access to professional advice on career management across a breadth of careers.
- Provide researchers with opportunities, and time, to develop their research identity and broader leadership skills.
- Recognise that moving between, and working across, employment sectors can bring benefits to research and researchers, and support opportunities for researchers to experience this.

This schedule of training has been developed by the Research and Knowledge Exchanged Development Unit (RKEDU) and is based on the priorities in the QMU Concordat to Support the Career Development of Researchers Action Plan 2022-25. We welcome feedback on our training programme or any of the workshops attended. Please send to rkedu@qmu.ac.uk.

Full details for workshops and registration is available on AdCal, which is a user-friendly web platform providing an overview of training opportunities and free workshops and events.

External Resources	Contact/Link
Research Data Management - various on-line resources shared collaboratively between Scottish Universities	Available on the Researcher Development intranet site
Becoming an ethical researcher - Open University training materials	Available via link Open



31	1300-1400	Research Grants and Contract Unit (RGCU) Drop-In	RGCU provides support for all aspects of applying for and managing research and KE grants and other externally funded project income. This includes utilising the Research Professional tool to identify funding opportunities, project costing and pricing, funding applications, negotiating funder contracts and collaborative agreements, intellectual property advice in relation to research contracts, and post-award financial management and reporting. Come along to this informal drop-in session taking place in the QMU Start-Up Studio to find out more about the support RGCU provide.	Research Grants and Contracts Unit (RGCU) rgcu@qmu.ac.uk	QMU Start-Up Studio
31	1300-1400	Innovation and Idea Generation (Series of Workshops Delivered by Converge)	QMU are members of Converge (Scottish Universities/Scottish Funding Council (SFC) National Innovation/Enterprise Programme).		

11	1230-1400	Research Excellence Framework (REF) 2029	Find out about the most recent REF2029 guidance published by the Joint UK Funding Bodies and the ongoing developments at QMU towards our final submission to the REF exercise in Autumn 2028. This session will be facilitated by Professor James Scobbie, QMU REF 2029 Academic Lead and Dr Joan Ma, our REF 2029 Associate Academic Lead and Women's Research Champion. This will be followed by Helen Muir, Research Support Librarian, who will provide an update on the REF 2029 OA Policy and advise on how to ensure your research publications are compliant with REF 2029. There will be an opportunity at the end for Q and As.	Professor James Scobbie, QMU REF 2029 Academic Lead, Dr Joan Ma, our REF 2029 Associate Academic Lead and Women's Research Champion, and Research Support Librarian, Helen Muir, RKEDU	Online
Date	Time	January	Topic	Facilitator	Platform
15	1230-1330	Start for Future (SFF) What it means for QMU	QMU is a partner in the Start For Future Cooperative (SFF), a dynamic international alliance of entrepreneurial HEIs, startups and industry partners working together to create a leading European programme for entrepreneurship and innovation. SFF aims to support the entrepreneurs and innovators of tomorrow to realise their business ideas and ambitions. The SFF network offers 3 different programmes throughout the year to support and guide students, graduates and researchers on their entrepreneurial journey. Join us in this session to learn more about Start For Future and the LEARN, Match & Start and Develop & Co-create programmes, including how they could help you and/or your students. SFF is an important initiative for QMU and has been identified as a key enabler within the QMU Entrepreneurial Sub-strategy and Action Plan as our involvement in this consortium will contribute to the development of an entrepreneurial mindset and culture across research and knowledge exchange and the student experience.	Members of the QMU SFF Implementation Group	Online
17	1200-1330	Setting up as an Independent Consultant	This interactive workshop delivered by East Lothian Business Gateway is aimed at researchers interested in starting up their own business, and will provide them with advice, support and practical information on how set up as an Independent Research Consultant.	Steve Newlin, Business Advisor, East Lothian Business Gateway	Online

Date	Time	February	Topic	Facilitator	Platform
4	1230-1330	Trusted Research and Innovation – What It Is and Why It Matters to You Please note that the meeting will be held under Chatham House Rule, will not be recorded and presentation slides will not be circulated.	‘Trusted research’ is a research and innovation sector term for protecting the UK’s intellectual property, sensitive research, people and infrastructure from potential theft, manipulation and exploitation, including as a result of interference by hostile actors. UK Research and Innovation (UKRI) established its trusted research and innovation (TR&I) work programme in response to the increasing need across the sector to:–	(St“cU Helpulataginfras(operty)vill guida hosfrassu	

24	1200-1300	Introduction to Bright Red Triangle (BRT) partnership with Edinburgh Napier University (ENU) and Edinburgh College	QMU staff, students and graduates can access free lifelong enterprise support from our partners at Bright Red Triangle (BRT), enabling development of enterprise skills that are invaluable for an entrepreneurial career. It is the mission of BRT to equip our community with the skills and knowledge needed to progress from idea to business launch, to long-term growth and sustainability. Since their launch in 2005, BRT have supported more than 1,000 start-ups and freelancers. • The BRT team offer a variety of services to help our entrepreneurial community thrive, including: • Entrepreneurial Support: guidance, resources and mentorship to help turn innovative ideas into successful businesses. • Enterprise Skills Development: workshops to enhance your skills in leadership, communication, time management, networking and more. • Networking Events: connect with like-minded individuals and professionals, fostering valuable connections. • Hot-desking Space: access dedicated workspace for collaborative projects and entrepreneurial endeavours. • Funding Opportunities: learn about grants and sand funding options available to support your projects and initiatives. Join us in this session to learn more about their service and resources.	Members of Edinburgh Napier	

Date	Time	March	Topic	Facilitator	Platform
4	1000-1200	NHS Research Ethics and Governance	This workshop is for all staff engaging in NHS research and will be focused on the specific needs of Queen Margaret University (QMU) researchers. This workshop will cover NHS processes and procedures, including guidance on the ethical review process; when is it needed; grey areas; and service evaluation/audit. This will be followed with a session on Research Governance and will end with an opportunity for Q and As. Attendance is strongly encouraged as this training forms an important part of QMU's obligations in support of The Concordat to support Research Integrity.	Dr Helen Newbery, NHS Lothian	Online
6	1300-1400	QMU and the Concordat to Support the Career Development of Researchers and the Concordat to Support Research Integrity – Drop-In	Concordat to Support the Career Development of Researchers, and the Concordat to Support Research Integrity which are agree10 40|at		

13	1000-1200	Project Management - in Research and KE	Effective project management is crucial for researchers at all stages of their careers. This intensive short course is designed to improve project management skills & offers a comprehensive framework for initiating, planning, designing & executing research projects effectively. Time management is a key component of the workshop, with strategies & techniques to help researchers prioritise tasks, set realistic deadlines and maintain a productive research workflow. Recognising the unpredictable nature of research, the course also covers risk assessment, preparing participants to identify potential pitfalls and develop contingency plans to mitigate risks. A section of the session focusses on communication, especially in the context of interacting with stakeholders. In addition to traditional project management skills, the course introduces participants to a selection of relevant software and AI tools.		

27	1300-1400	On-campus Business Gateway Drop-In			

25	1000-1200	Time Management, Motivation and Prioritising	Time management and motivation is not about working more, it's about working smarter. This workshop is designed specifically for researchers who are interested in developing their time management skills and optimising their working hours. With research activities, keeping up with the literature, publishing, planning and writing to consider, it can be challenging for researchers to fit everything into their schedules. Participants will be introduced to techniques to optimise their time and be encouraged to discuss working patterns with others. In addition, they will cover the concept of work-life balance, working styles & budgeting time. The workshop will include individual exercises, short presentations from the instructor, group discussions & examples of good practice.	Dr Joanna Young – Electv Training	Online
End of April	tbc	Grant Writing	We are exploring a workshop on grant writing - details to follow. Anyone interested in attending should contact rkedu@qmu.ac.uk.	Details to be confirmed.	Details to be confirmed.
Date					

21	1000-1200	Attracting Research Funding - Writing and Applying for Fellowships	How do you go about the process of applying for your own postdoctoral research fellowship? There is more to it than filling in an application form: you will have to propose and design an innovative project, identify an established researcher to sponsor you and approach them about being involved in your project, convince the application reviewers that you are the right person, name referees and more. To be successful requires planning and preparation and you will need to use your network and be proactive. This workshop is suitable for early career researchers and will include case studies, discussion of a sample application form, individual exercises and the instructor's own experience of successfully obtaining a postdoctoral research fellowship.	Dr Joanna Young – Electv Training	Online

29 October 2024 1230-1330 and 25 June 2025 1300 - 1400	The Ventures Labs – Challenges Group provides an inclusive, supportive path for aspiring or early-stage entrepreneurs to bring their purpose-led businesses to life. If you have an idea, product or service that you think may have the potential to make a difference in Scotland and beyond, or you just want to find out more about the resources available, then drop-in and meet members of the Venture Labs – Challenges Group.	Ross Isdale, Business Development Manager, Challenges Group	QMU Start-Up Studio
Last Wednesday each month 0900-1100	Monthly QMU Research and KE Strategy and Culture Drop-in Informal drop in with the Research and Knowledge Exchange Development Unit (RKEDU) team who will be available to answer any questions or provide you with more information on Research and KE Strategy and Culture including REF 2029.	Research and Knowledge Exchange Development Unit (RKEDU)	QMU Start-Up Studio
Last Wednesday each month 1400-1500	Monthly QMU Innovation and Enterprise Drop-in Informal drop in with the Research and Knowledge Exchange Development Unit (RKEDU) team who will be available to answer questions and provide you with information on QMU support and opportunities for innovation and enterprise. Find out more about our QMU Entrepreneurial Sub Strategy and Action Plan.	Research and Knowledge Exchange Development Unit (RKEDU)	QMU Start-Up Studio

Asynchronous Online Courses – contact rkedu.ac.uk for further information		
Generative AI and the Researcher	An introduction to new Gen AI tools, ethics and responsible use	Electv Train-ing
UKRIO Introduction to Research Integrity	Introduction to Research Integrity and the robustness of research	UK Research Integrity Of-fice UKRIO

Collaborative Opportunities with University of Stirling and Edinburgh Napier University
In support of our continued collaboration with the University of Edinburgh, University of Stirling, and Edinburgh Napier University we shall open up places for some workshops from our respective training programmes to partner institutions. These opportunities will be promoted when information becomes available – Note spaces will be limited and will therefore be on a first come, first served basis.

Online resources - QMU memberships and networks				
1	Research data management – on-line training resources Research Data Management has been identified as a priority area for training and we provide a number of online resources that have been shared collaboratively between Scottish Universities on our Researcher Development Intranet site (these are also detailed at the end of this brochure).	Contact: rkedu@qmu.ac.uk	Ongoing	Ongoing
2	EURAXESS UK EURAXESS UK is a British Council managed portal which aids researchers in their career development – including training resources; supporting mobility; and acting as a support mechanism for researchers moving abroad or moving to the UK. QMU are a partner of EURAXESS and one of the Local Contact Points across the Universities in the UK. Contact: rkedu@qmu.ac.uk	Contact: rkedu@qmu.ac.uk	Ongoing	Ongoing
3	Praxis Auril QMU is a member of PraxisAuril, the UK's professional association for KE practitioners working in universities, private and public sector research organisations to manage IP commercialisation, collaboration and other types of engagement between researchers and external organisations to deliver social and economic impact through innovation and enhanced productivity and skills. They offer training workshops and seminars on a wide range of topics. Contact: rkedu@qmu.ac.uk	Contact: rkedu@qmu.ac.uk	Ongoing	Ongoing
4	Vitae Vitae is the main UK body dedicated to realising the potential of researchers through transforming their professional and career development in local and global contexts. QMU is a member of Vitae, allowing all researchers to access a range of networks, resources and expertise for career development. Contact: rkedu@qmu.ac.uk	Contact: rkedu@qmu.ac.uk	Ongoing	Ongoing
5	Engaging with the UK Parliament Online training for researchers The UK Parliament offer online training, with sessions tailored for researchers at different career stages. These 30-60-minute-long sessions explore how to use research to engage with the UK Parliament. You can also watch recordings and access slides and useful resources from previous training sessions. Contact: rkedu@qmu.ac.uk	Contact: rkedu@qmu.ac.uk	Ongoing	Ongoing

Online resources - QMU memberships and networks				
6	Scottish Parliament - academic engagement opportunities The Scottish Parliament staff regularly access relevant and timely evidence and an awareness of key policy issues. They draw upon many sources, including academic expertise. A range of activities/resources are available to researchers on how to get involved in the work of Parliament. Their programme for Academic Engagement aims to strengthen links with Scotland's universities. It also aims to better understand what is happening in academia and vice versa. QMU is a member of the Scottish Parliament Academic Network (SPAN) and we regularly share opportunities which are available to our researchers. Contact: rkedu@qmu.ac.uk	Contact: rkedu@qmu.ac.uk	Ongoing	Ongoing
7	British Academy Scottish Early Career Researcher (ECR) Network QMU is a collaborator in the British Academy ECR Network – Scottish Hub Pilot. All arts, humanities and social sciences researchers who identify as an ECR are eligible to join, regardless of their funding source or background. The Hub provides high-quality support for careers and skills development via physical and virtual platforms. We are working with the collaborating HEIs on an ongoing programme of researcher development opportunities. This covers topics such as parenting in academia, co-authoring, and developing researcher identity. Contact: rkedu@qmu.ac.uk	Contact: rkedu@qmu.ac.uk	Ongoing	Ongoing
8	Early Career Researchers (ECRs) – Careers management skills course In partnership with the University of Glasgow we are offering an online Early Career Researchers Career Management skills course. Being an early career academic researcher, whether you're a doctoral student or research staff, can be challenging: should you pursue further academic research? What skills will help you progress in an academic career? What other career options are open to you? On this course you will answer these questions and more, considering how to manage you career and reflecting on what you want out of a career. You will be encouraged to consider different career options, both within and outside academic research, and build your confidence in marketing yourself in applications and interviews. Contact: rkedu@qmu.ac.uk.	University of Glasgow – online module	Ongoing	Ongoing

Online resources - QMU memberships and networks				
9	QMU READ programme Staff and doctoral researchers can benefit from engaging with the READ programme. READ (researcher enhancement and development) aims to support participants to develop and enhance their knowledge, skills and abilities in creating and interpreting new knowledge through conceptualising, designing and			

Online resources - QMU memberships and networks				
11	Equality, diversity and inclusion QMU is committed to equality, diversity and inclusion in researcher careers. A range of training opportunities are available via the QMU Develop the e-learning platform.	QMU Develop the e-learning platform	Ongoing	Ongoing
12	Becoming an ethical researcher This free course, explores the ethics of planning, carrying out and reporting research which involves human participants. It will sensitise you to issues that a researcher should consider supporting ethical and well-justified decision-making. A wide variety of research scenarios are used to stimulate individual reflection and discussion on the course forum, participation in which, together with successful completion of quizzes, will contribute to gaining a digital badge.	Open University On-line training (18 hours course)	Ongoing	Ongoing
13	UK Research Integrity Of ce (UKRIO) QMU are members of the UK Research Integrity Office (UKRIO) who provides a range of services, support and confidential independent advice to researchers on integrity and high ethical standards in research, as well as robust and fair methods to address poor practice and misconduct. UKRIO offers a range of monthly training sessions to researchers, covering topics including integrity in practice research, data sharing, consent and the responsible use of metrics. Contact: rkedu@qmu.ac.uk	UK Research Integrity Office (UKRIO)	Ongoing	Ongoing
14	Safeguarding and research Safeguarding is a high priority among UK funders and QMU is committed to ensuring that safeguarding implications are properly considered and managed during the lifetime of research projects. A QMU safeguarding training module is available to all staff via the QMU Develop the e-learning platform			

Online resources - QMU memberships and networks				
16	Research Impact Introductory Course – Online Introductory course for all career stage researchers. This online course from _____			

Online resources - QMU memberships and networks				
19	Converge Converge is supported by the Scottish Higher Education Institutions. Our QMU membership gives us access to their company creation programme for researchers, aimed at creating a new generation of entrepreneurs in Scotland. To find out the essentials of starting a business you can access the Converge workshops series tailored specifically for business propositions coming out of academia. Converge supports staff, students and recent graduates from QMU to create innovative new businesses and translate their research. Lissa Herron Enterprise Manager, Converge is available all day for drop-in meetings and advice sessions to help you take the next step in your entrepreneurial journey. You can find her in the Business Innovation Zone here at QMU. Contact: rkedu@qmu.ac.uk	Lissa Herron, Enterprise Manager, Converge	Ongoing	Ongoing
20	Wellcome Trust Clinical Research Facility training courses Researchers benefit from the extensive training seminars and events hosted by the Wellcome Trust Clinical Research Facility (WTCRF) in Edinburgh. The WTCRF provides an extensive multi-professional programme of education in the skills and tools required to carry out clinical research. It delivers over 60 training courses and seminars each year and works to meet the changing needs of clinical researchers locally and across Scotland. Dedicated support is provided to Contract Research Staff (CRS) and Early Career Researchers (ECRs) in accessing WTCRF courses – Contact: rkedu@qmu.ac.uk	Wellcome Trust Clinical Research Facility courses	Ongoing	RKEDU promotes courses out regularly
21	Trusted Research and the New Research Collaboration Advice Team (RCAT) Trusted Research aims to protect the integrity of the system of international research collaboration. The Trusted Research campaign aims to raise awareness of the risks associated with research collaborations that involve organisations or research partners with links to nations whose democratic and ethical values are different from our own. RCAT offers support to QMU researchers on international laws and regulations supporting research. They also support the sharing of best practices, tools and techniques for managing risks within the research community; and where necessary, engaging with specific academic fields to provide tailored advice and guidance on specific threats they may face. If you have a concern, specific training requirement or require support from the RCAT team, please contact, rkedu@qmu.ac.uk	Research Collaboration Advice Team (RCAT)	Ongoing	Ongoing

Online resources - QMU memberships and networks				
27	Ethics and Integrity Training Resources The University of Edinburgh have shared Open Access adaptations of their internal Introduction to Research Ethics and Introduction to Research Integrity Training Resources developed with the support of academics and the Research Ethics and Integrity Review Group (REIRG) at the University of Edinburgh.	University of Edinburgh	Ongoing	Ongoing

Research Data Management Training for Researchers

There are a variety of online research data management resources that have been shared collaboratively between Scottish Universities, including:

- CESSDA - free online expert tour guide to data management
- MANTRA – free online course on the fundamentals of good research data management
- DCC Data management education and training list
- Coursera – research data management and sharing course

Essentials 4 Data Support – course on storing, managing, archiving and sharing research data

Research Data Management and Sharing – MOOC

This free five-week Coursera MOOC - created by the Universities of Edinburgh and North Carolina - is designed to reach learners across disciplines and continents. Subjects covered in the 5-week course follow the stages of any research project. They are:

- Understanding Research Data
- Data Management Planning
- Working with Data
- Sharing Data
- Archiving Data

The MOOC (The Massive Open Online Course) uses the Coursera on-demand format to provide short, video-based lessons and assessments across a five-week period, but learners can proceed at their own pace. Although no formal credit is assigned for the MOOC, Statements of Accomplishment will be available to any learner who completes a course for a small fee. https://www.coursera.org/learn/data-management.

Research Data MANTRA

MANTRA is a free, non-credit, self-paced course designed for postgraduate students and early career researchers which provides guidelines for good practice in research