

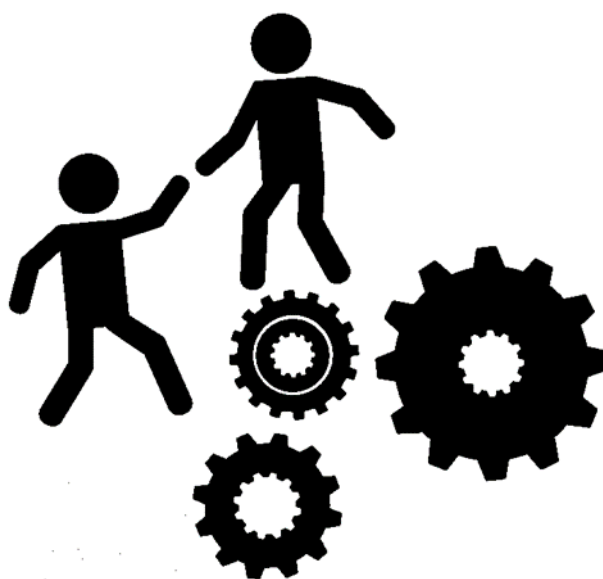


**Northumbria
University**
NEWCASTLE

The Graduate School

PGR Training

2025 - 26



<https://www.northumbria.ac.uk/pgrtraining>

Contents

PGR Training at Northumbria.....	2
What is Skills Development?.....	3
What are the Training Requirements?	3
Planning your Development	4
PGR Training at Northumbria University – eLearning Portal	5
PGR Training.....	9
Mandatory Sessions.....	9
Faculty Induction.....	9
Project Approval: Getting Started.....	9
Ethics Training	10
Annual Progression: Before, During and After	10
Preparing for the Viva: The End is in Sight.....	11
PGR Training.....	11
Optional Sessions	12
3 Minute Thesis® Competition – Information Session.....	12
Alternatives to an Academic Career	12
An Introduction to Research Impact.....	13
Career Planning for Postgraduate Researchers	13
Careers in Academia	13
CVs and Applications.....	14
How to be an Effective Researcher.....	14
Introduction to Open Research at Northumbria	15
Job Interviews	15
Practical Demonstrating – Health and Wellbeing.....	16
Practical Demonstrating – Science and Environment.....	16
Research Philosophies and Paradigms.....	16
Training for Postgraduates to Teach and Support Learning at Northumbria	17
University and College Union (UCU) Information Session	18
Using Networking and LinkedIn to Develop your Career.....	18
Housekeeping	19
How to Register for an Event.....	19
Opportunities for Involvement	19
Other Resources.....	19
Recording your Research Training.....	21

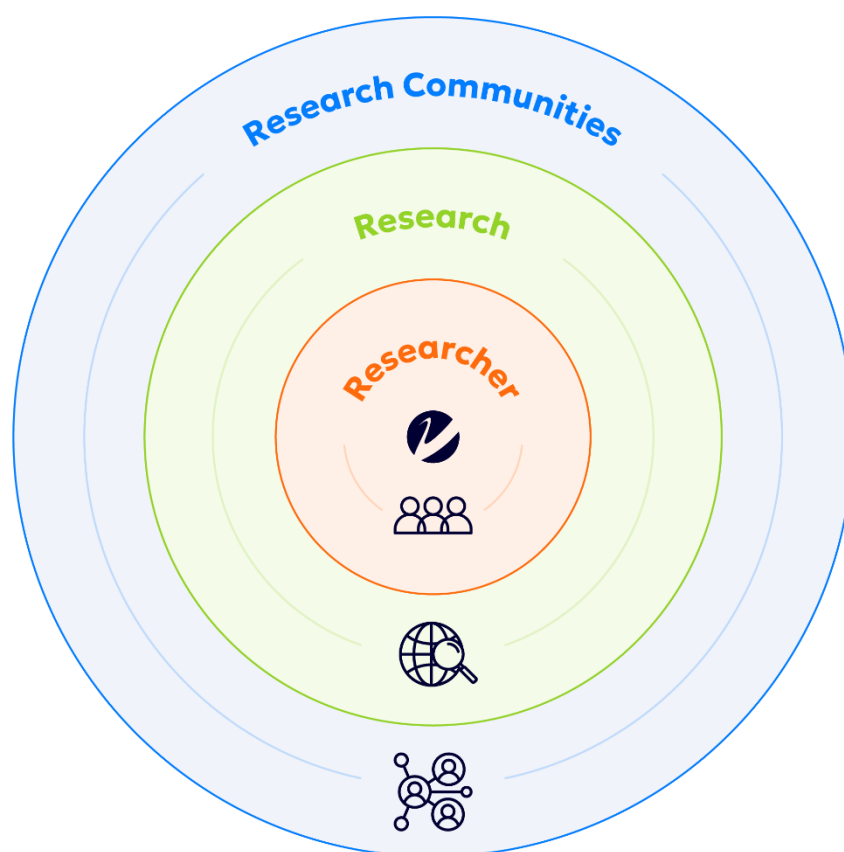
PGR Training at Northumbria

All postgraduate researchers (PGRs) have access to a **flexible researcher development programme**, organised at University level to provide the skills needed to successfully complete their doctorate. PGR training is mapped against the *Vitae* Researcher Development Framework and supports PGRs in three key areas:

- Researcher
- Research
- Research Communities

At the end of their doctorates, we aim to have supported PGRs to deepen the research and transferrable skills that will not only make them successful independent researchers, but also widen their options for future employment.

To view the programme and register for an event please click here: <http://rbscalendar.northumbria.ac.uk/calendar/pdrt>



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What is Skills Development?

This programme has been designed specifically to meet the needs of Northumbria's PGR community. It provides a range of opportunities for PGRs throughout the duration of their research degree to continue their personal and professional development.

The programme offers PGRs the opportunity to:

- Enhance their individual personal and professional competencies
- Identify their personal training route
- Help them to a timely and successful completion and to thrive in a competitive job market
- Enhance their time and experience at Northumbria University through an interdisciplinary, cohort model of support

It can be useful to think of skills development at the University as being divided into two distinct areas, 'discipline specific' and 'transferable' (sometimes called 'generic') research skills.

Discipline specific training is normally delivered at Faculty/School level, whilst The Graduate School focuses on transferable skills which are relevant to PGRs in all Faculties, **creating an interdisciplinary environment for research training to take place**. The Graduate School concentrates on delivering **transferable skills** sessions focusing on the **personal and professional development** of researchers and the **processes and procedures** that are involved in completing a research degree. Faculties and academic schools focus on delivering discipline specific training and providing a rich academic environment for PGRs. You will develop your own training programme through a combination of these and any external opportunities such as conferences, workshops and publishing.

What are the Training Requirements?

At the end of your research degree, you will need to be able to think about your research, write about your research, talk about your research and plan what you are going to do after your research. You must consider which training to attend and when would be best for you to attend during your doctoral journey; attending all the training on offer here will not get you your research degree, you also develop your research skills through discussions with your peers and attendance at research seminars and conferences. By participating in the wider research culture of Northumbria and taking advantage of the networks that exist within your discipline, you will be able to exploit more opportunities and develop your career as a researcher.

Mandatory Training Sessions

You must attend these training programmes (timescales indicated):

1. **Faculty Induction** (attendance by submission of Project Approval)
2. **Project Approval: Getting Started** (attendance by submission of Project Approval)
3. **Ethics Training** (to be completed before the start of your active research and by Annual Progression Year One)
4. **Annual Progression: Before, During and After** (attendance by submission of Annual progression Two)
5. **Preparing for the Viva: The end is in sight** (attendance before your viva voce, recommended to attend before submission of your thesis)

Planning your Development

There is no set training programme for any PGR. It is your responsibility to access courses and other opportunities as they arise and in fitting with the stage of your research degree. Some training courses are designed to meet different needs at different times of your research degree. You should make sure that your chosen course is correct for your stage and you should not try to complete big chunks of training at the same time.

Assessing your Skills

Before booking onto any training courses you will need to evaluate your training needs with your Principal Supervisor. This should be at least an annual process and will be formally reviewed as part of your annual progression.

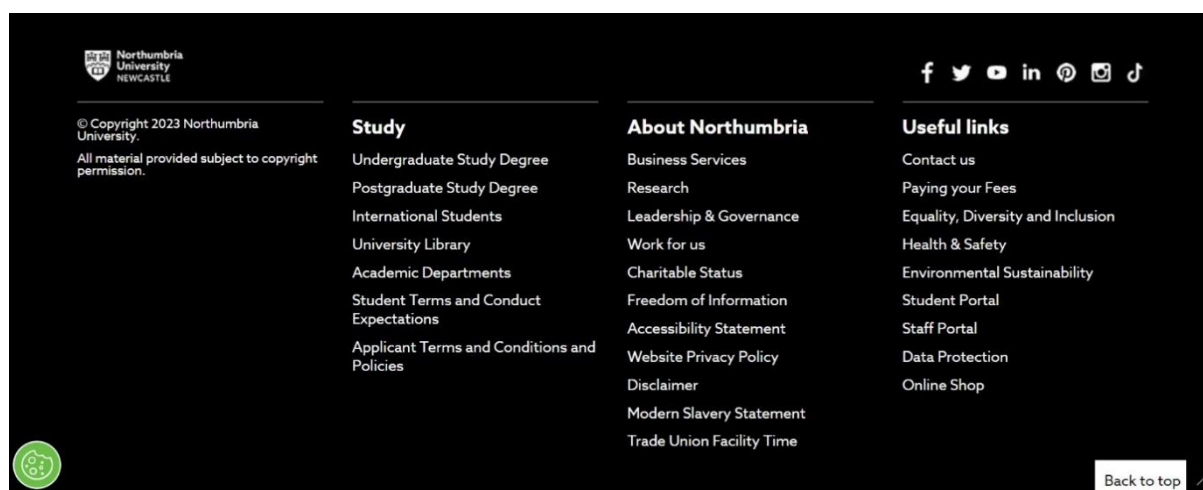


PGR Training at Northumbria University – eLearning Portal

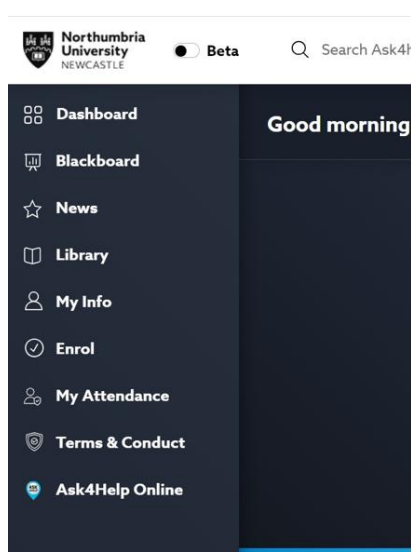
Our eLearning Portal on the University's Blackboard site houses details of our training courses, including all mandatory training, guidance, slides and recordings. To access the content from the Student Portal, follow the guidance below.

How to access Blackboard from the Student Portal

Navigate to the University Home Page (www.northumbria.ac.uk), scroll to the bottom of the page and click on **Student Portal** under 'Useful Links'.

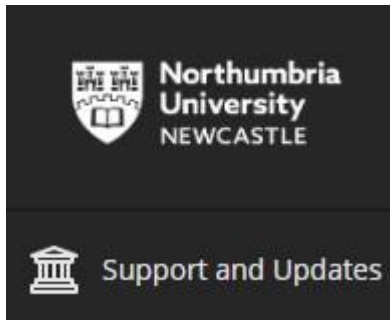


Click on the **Blackboard** link in the Student Portal menu. You will be redirected to the Blackboard site.

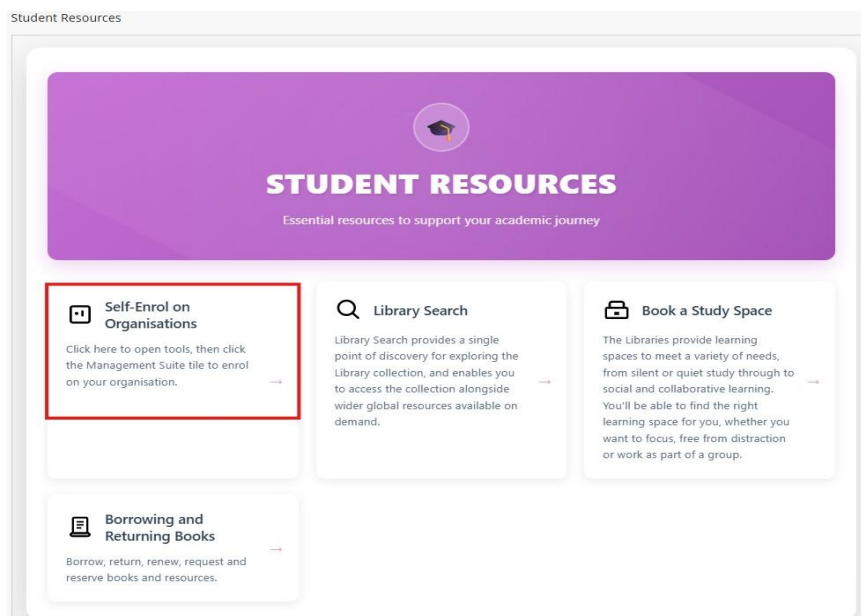


How to self-enrol onto the eLP organisation site

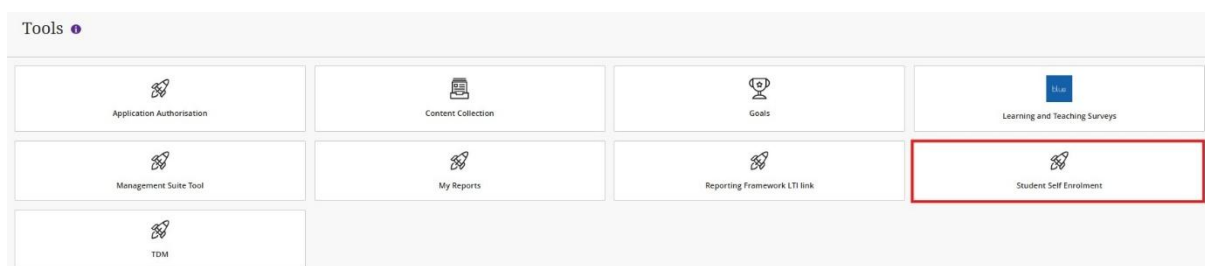
On Blackboard, click **Support and Updates** from the menu on the left-hand side of the screen



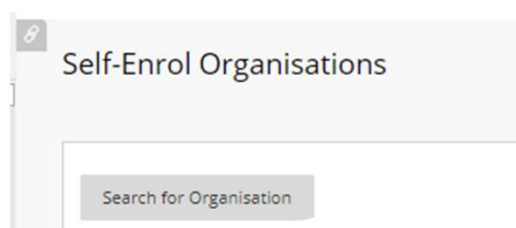
Scroll down to **Student Resources** and choose the option **Self-Enrol on Organisations**



You will be directed to a new page, then click on the **Student Self-Enrolment** button



Click on the **Search for Organisation** button



Type in 'RDN0001-ULTRA' the search criteria as below, and click **Go**

Organisation Search

Search

Select the organisation by clicking the radio button. The option will now be highlighted in yellow. Click the 'submit' button to proceed. A new page will appear informing you that you have been added to the organisation site.

ORGANISATION LIST

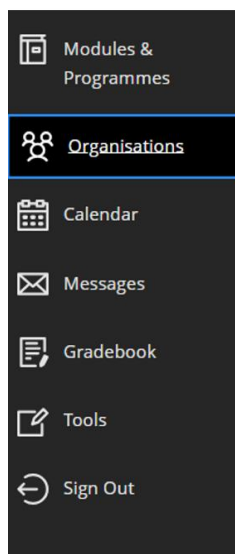
AVAILABLE	ORGANISATION ID	ORGANISATION NAME
☒ No	RDN0001-ULTRA	PGR Training at Northumbria University

Displaying 1 to 1 of 1 items

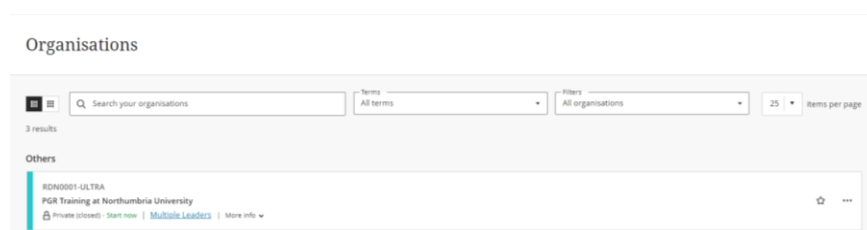
Click Submit to proceed.

How to navigate to site once enrolled

From the main Blackboard menu, click on the **Organisations** tab

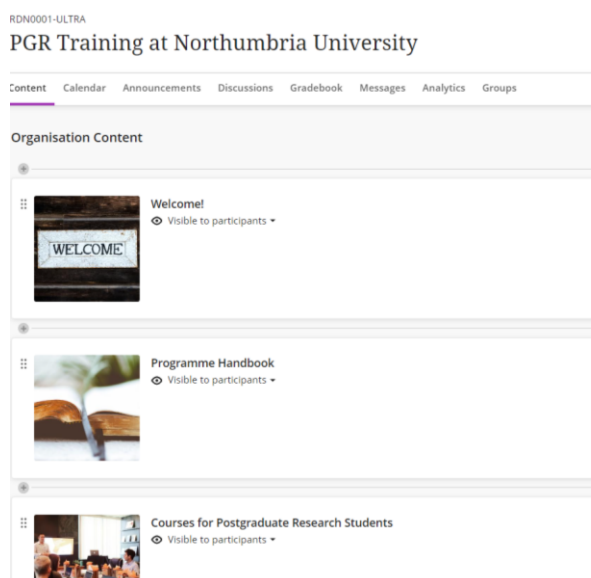


Click on the **PGR Training at Northumbria University** link.



If you do not have this option on your screen, please refer to the self- enrolment instructions on [Page 3](#) of this guide.

Click on the **Courses for Postgraduate Research Students** link



PGR Training

Mandatory Sessions

Faculty Induction

Who the session is for: Postgraduate research students in their first year

Delivery: Instructor-led

The session will provide an overview of what resources and support is available to postgraduate students within the Faculty - as well as what expectations the Faculty will have of them.

Health and Wellbeing

Science and Environment

Society and Culture

Aims and Objectives

- Receive an introduction to the Faculty
- Learn about policies and procedures in both the Faculty and the University
- Meet key staff in the Faculty and other new students

Project Approval: Getting Started

Who the session is for: Postgraduate research students in their first year, prior to Project Approval submission

Delivery: Instructor-led

Slides available via the PGR Training at Northumbria University eLearning Portal

At the beginning of their course, students undergo Project Approval to monitor their progress using an online task within e:Vision. This session will go through the criteria to pass project approval, timelines, responsibilities and what to include. In addition, we will touch on the panel experience itself.

This session also covers a demonstration of the online submission system, to guide students who are approaching their Project Approval submission date on how to upload their work, and an opportunity to ask any questions on the functions of the online system. This course is mandatory – all first year students should attend before their project approval submission deadline.

Aims and Objectives

- Explore what is required to be included in the project approval submission
- Understand the e:Vision system and how to submit the project approval
- Discuss the panel meeting and be aware of what it contains
- Understand the requirements for a research degree at Northumbria

Ethics Training

Who the session is for: Postgraduate research students at any stage but mandatory for students in their first year

Delivery: Instructor-led, via the Ethics Team, contactable at ethicssupport@northumbria.ac.uk

This mandatory session will comprise of an overview of the key principles in research ethics, policies researchers need to be aware of, best practices with regards to research ethics, and will explore the ethical approval process at Northumbria University.

Aims and Objectives

- To introduce key concepts around research ethics
- To help researchers understand which elements may be relevant to their projects
- To clarify the ethical review process at Northumbria University
- To embed best practices throughout the research lifecycle

Annual Progression: Before, During and After

Who the session is for: Postgraduate research students in their first and second year

Delivery: Instructor-led
Slides available via the PGR Training at Northumbria University eLearning Portal

Each year students undergo annual progression to monitor their progress, consisting of submitting a series of documents which are then discussed at a formal progression panel.

PGRs should attend preferably between the passing of their project approval and the end of their first year, but students can attend anytime before their AP2. This course is mandatory – all students should attend.

Aims and Objectives:

- Explore what is required to complete the annual progression submission.
- Explore the panel meeting itself and gather experiences from students who have been through a progression point, such as project approval.
- Understand the requirements for a research degree at Northumbria in the context of the annual progression.

Preparing for the Viva: The End is in Sight

Who the session is for: Postgraduate research students in their final year

Delivery: Instructor-led

Slides available via the PGR Training at Northumbria University eLearning Portal

Don't know your word count limit? Unsure what a viva involves and who will be there? This half day workshop will provide practical advice and information about university procedures around the viva and submitting your thesis. You will have the opportunity to hear from experienced examiners on what viva experiences have been like. It will demystify the process for you so that you feel confident entering the exam room.

Aims and Objectives:

- Gain an understanding of the University procedures involved in submitting your thesis and arranging your viva
- Gain an understanding of what to expect from the viva and how to prepare for it



PGR Training

Optional Sessions

3 Minute Thesis® Competition – Information Session

Who the session is for: Postgraduate research students in their second/third year
Delivery: Instructor-led
Information available via the PGR Training at Northumbria University eLearning Portal

The Three Minute Thesis (3MT®) is an academic competition developed by The University of Queensland (UQ), Australia for research students. Three Minute Thesis (3MT®) celebrates the exciting research conducted by PhD students, cultivating students' academic, presentation, and research communication skills. The competition supports their capacity to effectively explain their research in three minutes, in a language appropriate to a non-specialist audience.

This session will provide an overview of the requirements of the competition and how you can apply to take part. Over twenty students entered the competition last year, with the winner going forward to the national quarter-finals. Prizes are given for first, second and third place with the top three also being entered into the North East regional competition.

Aims and Objectives:

- Developing research communication skills
- Developing public engagement awareness

Alternatives to an Academic Career

Who the session is for: Postgraduate research students at any stage
Delivery: Instructor-led
Slides available via the PGR Training at Northumbria University eLearning Portal

This session, led by Graduate Futures, will look at careers outside of academia and explore how to market your skills to alternative employers.

Aims and Objectives:

- Consider the types of roles in which your PhD skills and experience can be applied outside of an academic environment
- Understand the types of employers likely to value what you can offer
- Discover resources for further exploration of potential career opportunities
- Learn with and from others
- Know what support is available

An Introduction to Research Impact

Who the session is for: Postgraduate research students at any stage
Delivery: Instructor-led
Slides available via the PGR Training at Northumbria University eLearning Portal

What is research impact and why is it important? How could you make a difference to society or the economy from your research in the future? From REF to research funding, building your career to making a difference in the world, find out more about research impact.

Aims and Objectives

- Explain what research impact is and why it is important in higher education
- Access resources to further develop your knowledge of research impact
- Develop your own ideas about how to create impact from your research

Career Planning for Postgraduate Researchers

Who the session is for: Postgraduate research students at any stage
Delivery: Instructor-led by the Graduate Futures team
Slides available via the PGR Training at Northumbria University eLearning Portal

This interactive session, led by Graduate Futures, will enable you to plan your career journey and set career goals.

Aims and Objectives:

- Explore your personal career priorities, circumstances and strengths to help refine your career direction
- Consider the value of a PhD in the labour market
- Review opportunities for development and set goals
- Learn with and from others
- Understand what support is available and know where to find further resources

Careers in Academia

Who the session is for: Postgraduate research students at any stage
Delivery: Instructor-led
Slides available via the PGR Training at Northumbria University eLearning Portal

This session, led by Graduate Futures, will provide insight into what it's like to be an academic and how to plan for a career in academia in the UK.

Aims and Objectives:

- Consider whether a career in teaching, research and scholarship is right for you
- Hear from current employees about their routes into academia and career progression
- Be aware of other career opportunities within Higher Education
- Understand what you need to do during your PhD to develop the skills and experience employers will be looking for
- Understand what support is available and know where to find further resources

CVs and Applications

Who the session is for: Postgraduate research students at any stage
Delivery: Instructor-led
Slides available via the PGR Training at Northumbria University eLearning Portal

This session, led by Graduate Futures, will look at the fundamental principles of creating effective written applications.

Aims and Objectives:

- Content and presentation of business and academic CVs
- Understand how to tailor your CV for different roles and employers
- Know what makes a cover letter persuasive
- Be able to match your skills to job descriptions and person specifications when completing application forms
- Learn with and from others
- Understand what support is available and know where to find further resources

How to be an Effective Researcher

Who the session is for: Postgraduate research students in their first year

Delivery: Instructor-led

A one-day workshop for postgraduate researchers in the first year of their doctorate. Drawing on the experience of their first few months, the course approaches the PhD as a project and addresses issues of planning, time and resource management, collaboration and self-management. This includes overcoming procrastination and making the most of the supervisor and student relationship.

This is a workshop focused on learning through practice, reflection and discussion and requires participants' contribution throughout.

Aims and Objectives:

- Reflect on your experiences of the early stages of your PhD process
- Work extensively with your peers, learning from each other throughout
- Develop your awareness and practices in relation to:
 - Time management, prioritisation and overcoming procrastination
 - Your PhD as a research project and therefore how to manage it
 - Supervision and effective collaboration
 - Reflection and learning from experience

Introduction to Open Research at Northumbria

Who the session is for: Postgraduate research students at any stage
Delivery: Instructor-led
Slides available via the PGR Training at Northumbria University eLearning Portal

This session will introduce you to some key principles and practices of Open Research, which aims to increase transparency in the research process, and make the outputs of research free to access and use.

We'll look at support for Open Research at Northumbria, including what is required of researchers, and what you can choose to do to make your research more open.

Aims and Objectives:

- Introduce key principles of Open Research
- Develop knowledge of support for open access publishing, including the repository, OA funds and publisher agreements
- Develop knowledge of support for open data, including the Figshare platform and research data management
- Develop knowledge of responsible use of metrics and transparency in how research is assessed
- Provide information on how to register for, and use, ORCID

Job Interviews

Who the session is for: Postgraduate research students at any stage
Delivery: Instructor-led
Slides available via the PGR Training at Northumbria University eLearning Portal

This session, led by Graduate Futures, will help you to prepare effectively for job interviews.

Aims and Objectives:

- Know what to expect from different styles of interview
- Know what you need to do to prepare for an interview
- Understand what employers are looking for
- Learn with and from others
- Understand what support is available and know where to find further resources

Practical Demonstrating – Health and Wellbeing

Who the session is for: Postgraduate Research Students who are supporting undergraduate students undertaking lab work.

Delivery: Instructor-led
Slides available via the PGR Training at Northumbria University eLearning Portal

This course will consider the role and responsibilities of being a laboratory demonstrator. The course is specifically aimed at those wanting to act in this role or have some experience of being a laboratory demonstrator. This is primarily for the faculty of Health and Wellbeing.

Aims and Objectives:

- Consider the roles and responsibilities of being a demonstrator
- Understand health and safety guidelines relevant to this role

Practical Demonstrating – Science and Environment

Who the session is for: Postgraduate Research Students who are supporting undergraduate students undertaking lab work.

Delivery: Instructor-led
Slides available via the PGR Training at Northumbria University eLearning Portal

This course will consider the role and responsibilities of being a demonstrator, inside or outside of a laboratory. The course is specifically aimed at those wanting to act in this role or have some experience of being a demonstrator. This is primarily for the faculty of Science and Environment.

Aims and Objectives:

- Consider the roles and responsibilities of being a demonstrator
- Understand health and safety guidelines relevant to this role

Research Philosophies and Paradigms

Who the session is for: Postgraduate research students at any stage

Delivery: Instructor-led
Slides available via the PGR Training at Northumbria University eLearning Portal

This session will introduce key terms in research philosophy and how these apply to key meaning systems within research. This workshop aims to provide attendees with a concept map of key philosophies informing natural and social sciences and cognisance of the key elements within 'meaning systems' that apply to their own research projects.

Aims and Objectives:

- Discuss the nature of knowledge and originality
- Consider different philosophical paradigms appropriate to your research
- Discuss with other research students the nature of research and the epistemologies that underpin it

Training for Postgraduates to Teach and Support Learning at Northumbria (Previously: Postgraduate Researcher Introduction to Teaching)

Who the session is for: **Postgraduate research students who wish to teach in higher education (not demonstrating) or are interested in volunteering to contribute to the student learning experience**

Delivery: **Instructor-led**

This course is open to all Postgraduate Research students who are either beginning or planning to take on paid teaching or learning support roles at Northumbria University, or are interested in volunteering to contribute to the student learning experience to enhance their employability through activities such as seminars, workshops, tutorials, demonstrations, supporting supervision or mentoring.

Whether you are contracted or volunteering, the programme will help you to build confidence, develop your professional identity as an educator, and understand what effective, inclusive, and engaging university teaching looks like so that you can contribute a high-quality experience for the students you work with.

Timetabled to take place before the start of each semester, this programme provides an engaging and practical introduction to teaching and supporting learning in higher education. Through interactive sessions, discussions, and opportunities for reflection, you will gain practical strategies to use immediately in your own teaching or support activities.

Delivered in a two-day, workshop style format, the programme sessions are an hour long, delivered by educational leaders from across the University with built in opportunities to network and share experiences with your peers. Each day includes presentations, group discussions, and practical examples of teaching and learning approaches in action. The programme is organised to make best use of your time and designed to equip you with the foundational skills, confidence, and professional awareness to make a positive impact on our students' learning experiences at Northumbria.

Aims and Objectives:

You will explore:

- the Northumbria University learning and teaching context and your contribution to it
- how to design and deliver inclusive, student-centred, experiential learning
- how to engage, motivate, and support diverse learners
- effective ways to assess and give feedback
- how to work confidently and professionally as part of an academic teaching team

University and College Union (UCU) Information Session

Who the session is for: Postgraduate research students at any stage

Delivery: Instructor-led

Slides available via the PGR Training at Northumbria University eLearning Portal

This session will introduce students to UCU, which is the body that represents the interests of academic and postgraduate educators across the nation.

Aims and Objectives:

- How UCU can work for you
- How it can protect you
- How you can make a difference in the workplace

Using Networking and LinkedIn to Develop your Career

Who the session is for: Postgraduate research students at any stage

Delivery: Instructor-led by the Graduate Futures team

Slides available via the PGR Training at Northumbria University eLearning Portal

This session will explore the benefits of LinkedIn, with practical tips on making best use of it for career planning.

Aims and Objectives:

- Know the key elements of a LinkedIn profile and how to improve its impact
- Understand the variety of ways in which LinkedIn can be used for career research and for networking
- Learn with and from others
- Understand what support is available and know where to find further resources



Housekeeping

How to Register for an Event

To register for an event visit the online booking system here:

<http://rbscalendar.northumbria.ac.uk/calendar/pdrt>

If you are no longer able to attend a session, remember to cancel your booking via the online booking system, with as much notice as you are able. If you fail to attend a session without notifying us, an email will be sent to you and will copy in your supervisor notifying them of your absence.

If you fail to attend then you run the risk of your future bookings being cancelled, and you may not be able to apply for benefits such as the Conference Bursary Scheme.

Communications

You must check your University email account regularly as **the programme is subject to change and additions throughout the year.**

Etiquette

The programme is delivered by a mixture of internal staff and external providers. Many staff volunteer their time to ensure a rigorous support system is in place for research students. As such please ensure that you show them courtesy by being prompt, arriving at least five minutes before the start of the programme.

Opportunities for Involvement

New Provision

Have you identified an area of training that you feel should be provided but is currently unavailable? If so please contact graduateschool@northumbria.ac.uk to help us develop training in the future.

Other Resources

University Library

The University Library has a wide range of resources and help to support you at every stage of your research, as postgraduate research students, early career researchers and academic staff. The Library provides detailed training online and face-to-face throughout the academic year as part of their Researcher Development Programme. For more information visit: <http://library.northumbria.ac.uk/info-researchers/res-dev>



Faculty and School Training

Training also takes place within each Faculty; this is usually specific and may be closely linked to your area of research. Speak to your supervisor to see what training is available.

Northumbria Students Union

Each department has a PGR Representative who sits on Faculty and University wide committees. To find out more about representation in your department please visit:

<https://mysnu.co.uk/student-voice>

Graduate Futures

We're here for you at any stage of your PhD. We want you to achieve your ambitions and will support your journey, helping you to work out what you want to do and plan a route towards your goals. Find out more at www.northumbria.ac.uk/graduatefutures

- **Get one to one support**
We offer personal careers guidance, employability advice and mock interviews in 45-minute appointments, as well as 20-minute quick query appointments ideal for reviewing CVs and applications, either face to face on campus or online.
We also offer support if you are considering self-employment or starting a business, through our Student & Graduate Enterprise team.
- **Self-help resources**
Access a range of resources to help you with your career planning, research, job search strategy and applications.
 - [Careers Online](#) offers resources on a wide variety of topics, including CVs & Job Applications, Interviews & Psychometric Tests, Job Hunting, Exploring Options, Researching Sectors, Global Careers, EDI in Careers and an e-learning hub to help with your career development at all levels of experience.
 - [JobsOnline](#) - sign up to view part-time, casual, graduate and volunteering opportunities. Registering is quick and easy and you'll receive job alerts for new postings direct to your inbox.
 - [Careers events](#) - careers fairs, workshops and employer talks, useful for finding out about the culture of an organisation, meeting recruiters and understanding what employers are looking for.
 - **Books** - a collection of resources is based at City Campus Library and limited stock at Coach Lane Campus Library. Reference copies are available along with items you can borrow.

Graduate School Bursary Schemes

There are currently two bursary schemes available to postgraduate research students (i.e. those registered for an MPhil, PhD or Professional Doctorate):

- Postgraduate Conference Bursary Scheme
- Postgraduate Research Events Support Scheme

Vitae and the Researcher Development Framework

Vitae is a national organisation which champions professional and career development for researchers. Vitae's website and courses provide excellent resources to help research degree students assess and develop their personal effectiveness, networking and team working, communication and career management skills. The University is a member of Vitae so all researchers are advised to join by visiting the Vitae website and setting up an account www.vitae.ac.uk

Recording your Research Training

We recommend you record training events on your e:Vision “Research Training” plan, as they happen. It is important to keep these records up to date as this will be a mandatory part of your Project Approval and Annual Progression tasks. You should discuss your training requirements with your supervisor throughout your course.

