

Newsletter

September 2008

Welcome to The University of Edinburgh!

We hope you are looking forward to starting your postgraduate research. Transkills is a service that provides transferable skills training to all postgraduate students throughout the University.

We will be distributing our newsletter regularly throughout the coming year and will include details of the courses we offer and other news relevant to your studies. All available courses can be found online at www.transkills.ed.ac.uk so you don't need to wait for the newsletter to book your place.

PG Essentials

New for this academic year transkills will be running an interactive online course specifically for first year PhD researchers. 'Postgraduate Essentials' offers you the opportunity to network with other students whilst gaining the practical information and skills necessary to make the best possible start to your PhD. The course will be time released and covers Getting Started, Organising, Supervisors, Literature, Writing and Confirmation. For more information please visit the course section of our website: <http://www.transkills.ed.ac.uk/pgessentials.htm>

Transkills PhD Planners

Transkills provide a PhD planner which is free to all PhD students. We will be distributing these at inductions and through our courses and college offices. We hope that you will find it useful! If you have any problems obtaining your copy please ask your school office or contact us and we will get one to you email: Katrina.kerr@ed.ac.uk or call 0131 650 5395

A Message from Careers Service

Welcome to Edinburgh University!

At the Careers Service we offer careers information, advice and guidance to *all* students, including postgraduates. We are based at two locations: 33 Buccleuch Place and the Weir Building (KB). You will find further details of the support we provide, including information and advice specifically for PhD students at www.careers.ed.ac.uk. We look forward to meeting you over the course of your studies!

Vitae

The Vitae programme is dedicated to realising the potential of researchers; supporting your personal, professional and career development.

Vitae, which launched on 25 June, will extend the work of the UK GRAD Programme and UKHERD to create one organization that champions the careers of doctoral researchers and research staff.

Vitae provides resources, advice, information and fora for individual doctoral researchers and members of research staff who are interested in their professional development and careers. This support includes a dedicated researchers' portal with information, news and opportunities:

The Vitae programme homepage – Researchers' portal - www.vitae.ac.uk

Vitae resources include:

PGR information including PGR Tips and GRADSchools:

<http://www.vitae.ac.uk/1218/Postgraduate-researchers.html>

Research Staff information:

<http://www.vitae.ac.uk/1269/Research-staff.html>

The Balanced Researcher:

<http://www.vitae.ac.uk/CMS/files/Vitae-Balanced-Researcher-June-2008.pdf>

For more information on Vitae, please contact Dr Amy Cartwright at sandnihub@vitae.ac.uk or call 0131 650 7002



Information Services

Information Services exists to support the University's learning, teaching and research activities. It incorporates the University's Library, Archives, Museums and Galleries and also the Computing, IT Infrastructure and IT support services. It also hosts national services such as EDINA and the Digital Curation Centre.

IS offers a wide range of help, support, training and documentation for Students at all levels and Academic Staff.

More information about IS and their service is available at: <http://www.is.ed.ac.uk/>

Science Communication in Action

Science Communication in Action is a three part communication skills training course open to early careers researchers (PhD students and Postdocs). The latest courses begin in October 2008.

The course combines an interactive training day (Phase I), where you learn ways of communicating effectively, with experience (Phase II) - that is, the opportunity to be involved in exciting & engaging communication activities. Depending on your subject area the practical experience could range from workshops with school pupils to public lectures to talks with policy makers and practitioners. To find out more about the course or to book a place on one of the Initial Training Days in October visit the website:

<http://www.transkills.ed.ac.uk/services/coursedetails.cfm?ID=61>

Listed below is a selection of the courses transkills is running over the next few months designed to help you develop skills related to your PhD.

Computing and Information Technology

Introduction to writing Web Pages	Tuesday 7 th October 2008
Developing your HTML skills	Tuesday 14 th October 2008
Developing Web Forms	Tuesday 21 st October 2008
Improving your HTML skills	Tuesday 28 th October 2008
PowerPoint	Friday 7 th November 2008
Introduction to UNIX	Tuesday 11 th November 2008
Graphing your Data	Friday 21 st November 2008
UNIX 2	Tuesday 25 th November 2008
Publishing using LaTeX	Tuesday 2 nd and Friday 5 th December 2008
Poster Production	Tuesday 9 th December 2008

Communication Skills

Effective Writing – Style and Structure	Tuesday 7 th October 2008
Science Communication in Action	Wednesday 8 th October 2008
Effective Presentations	Friday 10 th October 2008
Science Communication in Action	Wednesday 15 th October 2008
Communicating Science to Non-Specialists	Wednesday 29 th & Thursday 30 th October 2008
Communication in Action	Wednesday 29 th October 2008
Effective Writing – Grammar	Friday 31 st October 2008
Proof Reading	Friday 28 th November 2008
Effective Writing – Follow up session	Friday 5 th December 2008

Project Planning and Research Methodology

Project Risk Management	Tuesday 4 th November 2008
Getting Started with your PhD	Wednesday 5 th November 2008
How to be an Effective Researcher	Thursday 27 th and Friday 28 th November 2008
Managing your Research Project	Thursday 11 th December 2008

Professional Development and Career Management

Time Management	Friday 3 rd October 2008
MBTi Personality Type Workshop	Friday 14 th November 2008
Project Management in the Real World	Thursday 16 th & Friday 17 th October 2008

How to book:

To book a place on any of the courses please email transkills@ed.ac.uk and include: your full name; matriculation number; course title; the date of the course; and which School you belong to. For further information about transkills or any of the above courses: www.transkills.ed.ac.uk