



QUEEN'S
UNIVERSITY
BELFAST

THE
GRADUATE
SCHOOL

The Graduate School

SEMESTER ONE PROGRAMME

September - December 2018



QUEEN'S
UNIVERSITY
BELFAST

THE
GRADUATE
SCHOOL

The Graduate School offers a range of training and developmental opportunities to support you to become a Thinker, Leader, Innovator and Communicator who is Future-Ready.



INNOVATORS



LEADERS



COMMUNICATORS



THINKERS



FUTURE-READY

Are you in need of **immediate support**?

Do you want to **develop** your skills in leadership, collaboration and team-building?

Are you thinking about future **careers** ?

There are a range of training and developmental opportunities at the Graduate School to provide you with the support you need in Semester One.



How to Register for classes via MyFuture

All courses and events can be booked via MyFuture: www.qub.ac.uk/myfuture

- Training can be booked via MyFuture.
- Once logged in go to: Events > Workshops (Careers, Grad School & LDS).
- Type 'GS' into the keyword section to get a list of training and events provided by the Graduate School.



- **The building is open daily 8.00 am - 11.00 pm**
- **The Reception Desk will be open Monday to Friday, 9.00am - 5.00pm.**
- **Winter Closure:** Monday 24th December 2018 to Wednesday 2nd January 2019



Group study rooms in the Graduate School can be booked via QOL.



Events marked with this icon are led by postgraduates.



Talk to us to find out how to gain Graduate or Researcher Plus accreditation.



GRADUATE
PLUS



RESEARCHER
PLUS

PGR

PGT

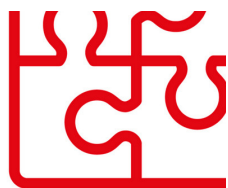
Many of our programmes are open to both postgraduate taught (PGT) and postgraduate research (PGR) students. Any that are limited to either Doctoral or Master's students are flagged with these icons.

Your Journey Starts Here....

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Experience Innovation



Introduction to Design Thinking

2nd October

Business Model Canvas

23rd October

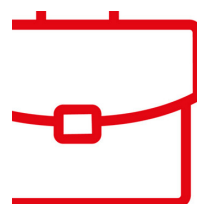
Design Thinking in Action

Tuesday 27th November

Social Enterprise Showcase with SENI

Tuesday 11th December

Innovation training that brings solutions to life. Experience Innovation workshops include built-in collaboration with innovation and design experts, that builds creative confidence and competence. Each workshop is standalone so you can drop in to one, or engage in them all. Each session covers different aspects of innovation: design thinking, social innovation, and app development. (Specific workshop information, and booking ability, will be released two weeks before the workshop date.)



Interview Skills

These workshops and mock interviews are designed to help postgraduate students perform confidently at interviews.

PGR

Developing Effective Interview Skills

Academic with Mock Interviews

25th September and 9th October

Non-academic with Mock Interviews

27th September and 31st October

PGT

How to Answer Competency Based Questions at Interview

2nd November

PGT

How to Prepare a Presentation at Interview

5th November



FUTURE READY

PGR

Day 1 Design your life: 19th November

Day 2 Start preparing to get the job you want: 26th November

Day 3 CV Builder (Academic and non-academic CVs): 3rd December

Day 4 Developing effective interview skills: 10th December

Day 5 Employer Speed Networking: 17th December

Are you a PhD student in years 2 or 3, puzzled about how to take your career forward after your studies finish? If so, this five day employability programme, aimed at supporting PGR students in the next steps of their future career, is for you. (Closing date for applications: 9th November. See website for details.) All dates must be attended.



First Thursday of each month in the Social Space
4th October, 1st November, 6th December: 6.00pm - 7.30pm

Innovation After Hours is a chance to meet up with people who are interested in innovation and entrepreneurship, to build networks and be inspired by those who are working on interesting projects. It's an informal meet-up open to QUB students, staff and the general public. Drop in to hear from successful entrepreneurs, enjoy some refreshments and make interesting new connections!



Part of the Experience Innovation Programme

**IMPACT Residential with St Peter's YC
12th - 14th October**

An opportunity for postgraduates to spend a weekend away to use their research, skills and creativity to impact positively on young people from disadvantaged backgrounds.

**IMPACT Mini with The Turnaround Project
15th November**

Students will use Design Thinking methodology and work in multi-disciplinary teams to come up with unique, innovative solutions to reduce re-offending rates in Northern Ireland.

IMPACT will run in semester two



Friday 23rd November, 9.30am - 4.30pm

New Programme

Have you ever wanted to experience first-hand the ethos of an organisation? For our first Industry Insight, we are off to Almac in Craigavon, to experience just that. The visit will include a company overview, a tour of the organisation and an insight into their recruitment process.

The £10 deposit for transportation will be reimbursed to all on the day of travel. If you fail to turn up on the day of the visit, your deposit will be lost.

Master Your Leadership



PGT

COHORT 1

Day 1: 3rd October
Day 2: 10th October
Day 3: 17th October
Day 4: 24th October

COHORT 2

Day 1: 5th October
Day 2: 12th October
Day 3: 19th October
Day 4: 26th October

COHORT 3

Day 1: 7th November
Day 2: 14th November
Day 3: 21st November
Day 4: 28th November

COHORT 4

Day 1: 9th November
Day 2: 16th November
Day 3: 23rd November
Day 4: 30th November

WINTER SCHOOL

Day 1: 5th December
Day 2: 7th December
Day 3: 11th December
Day 4: 14th December

Master Your Leadership helps postgraduate students develop, enhance their personal skills and grow their networks. Students will complete the Kouzes and Posner online 360° Student Leadership Challenge (LPI) which will help tailor a personal development plan built around the five practices of exemplary leadership. Postgraduate Taught students will attend four days of training linked to The Graduate School's five pillars and take on an employer challenge.

The Employer Challenge is a real-world challenge that is set by an employer and relates to the work of that employer. The challenge is presented to the students as an experiential team based activity. Students create solutions to the challenge and present back to the employer for feedback, developing their skills of creativity and innovation, problem-solving, communication (including presentation skills) and team participation and leadership.

The programme offers recognition for postgraduate skills through the Graduate Plus award scheme.

Book now via our website to secure your place. Limited places available.

Career Consultations

Would you like career guidance on taking your next step? You can book a 1-2-1 to discuss areas such as: Career Choice, LinkedIn Profile, Further Study or to have a CV Check.



Download an application form and return to gs.cmi@qub.ac.uk
Please visit: go.qub.ac.uk/managers
Course fee: £995.

The Graduate School, in partnership with the Chartered Management Institute (CMI), offers postgraduate students a unique opportunity to gain a professional Level 7 qualification in Strategic Management and Leadership. Students complete two units to achieve a professional qualification. Through CMI students enhance their employability and become an affiliate member of CMI with access to a library of online resources and a wide range of professional networking opportunities at regional and national level.

Strategic Leadership Practice

Understand the relationship between strategic management and leadership that supports organisational values and direction

Strategic Project Management

Understand the key processes in successful project management from initiation to delivery

or

Entrepreneurial Practice

Understand the principles of entrepreneurial practice, the different strategic contexts in which entrepreneurship can flourish and the characteristics of entrepreneurial leadership

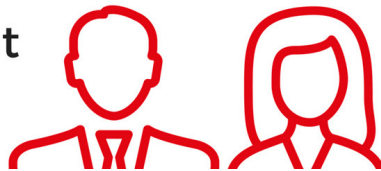
Group 1 December: 12, 13, 17, 18
Group 2 April: 10, 11, 15, 16
Group 3 June: 10, 11, 13, 14

January : 4, 5, 9
May: 1, 3, 8
June: 25, 26, 28

January: 4, 5, 9, 10
May: 1, 3, 8, 10
June: 24, 25, 27, 28

When applying, please indicate which group you wish to attend. The Graduate School reserves the right to combine groups for delivery of an optional unit, subject to demand.

Personal Development Workshops



A range of Master Classes will run throughout semester one to ensure your CV is market ready, to help you learn interview strategies, to prepare you for recruitment processes and to help you create your professional profile online.

Negotiation Skills
11th October



**Your Research - Who Cares?
Develop Your Profile**
19th November



**Master Class: How to start your
LinkedIn Profile**
19th November

**Techniques for Confident
Professional Communication**
6th November



**Master Class: How to Write
Your CV**
2nd November



**How to network at
employability and career events**
20th November

PROJECT MANAGEMENT



Using project management is a great way to take control of your Master's dissertation or PhD thesis. These sessions will introduce you to tried and tested management techniques for dealing with complex projects in the work environment.

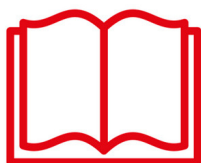
**Project Management in the Real World
(Two Day Course)**

Day 1: 23rd October
Day 2: 24th October

Day 1: 7th November
Day 2: 8th November

**Advanced Project Management
(With Fraser Robertson)**

- 26th November
- 27th November



Technology & Library Skills

These workshops offer you the opportunity to develop technical skills. They are delivered by a team of information services and library staff.

Getting Familiar with Photoshop

Part 1: 22nd October
Part 2: 5th November

**Producing your Dissertation/Thesis
with Microsoft Word**

30th October

Creating a Dynamic PowerPoint

31st October, 30th November

**Creating Infographics
and visual content**
6th November

Office 365- An Overview
7th November

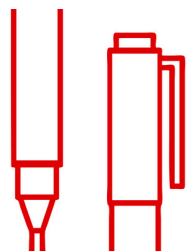
Excel 2: Managing Data
13th November

Excel 3: Data Analysis using Excel
21st November

Basic Statistics using Excel
22nd November

Creating Posters using PowerPoint
3rd December

Introduction to nVivo
14th December



Academic Writing

PGR

Writing in the 1st year of your PhD: getting ahead with your writing

30th October, 31st October, 3rd December,
11th December

Writing in the 2nd year of your PhD: dealing with complexity and writing chapters

16th October, 12th November, 4th December

This series of academic writing workshops will help you to develop your writing skills for all aspects of your academic journey from PGT to PGR.

Writing in the 3rd year of your PhD: finishing, editing and delivering the thesis

17th October, 13th November

Writing for public impact: blogs, press releases, websites and magazines

14th November

Writing Retreat

5th December



MASTER CLASSES AND WORKSHOPS

PGR

These sessions are aimed at PGR students who wish to prepare for each stage of the PGR journey.

Preparing for the viva

11th September, 6th December

Introduction to Teaching

15th October, 22nd October,
29th October, 5th November

Launching an Academic Journal

26th October, 21st November

Writing Effective Research Grant Proposals

12th November

Preparing for Differentiation and Annual Progress Review (APR)

15th November

Communicate your Research (Using Social Media Platforms)

20th November

Critical thinking and writing

1st November

Accuracy in English

8th November

Conventions of academic writing

15th November

Editing and proofreading your work

22nd November

Plagiarism: what it is and how to avoid it

29th November

Academic Workshops for International Students





Global Challenges Debate
25th October, 17.00 pm - 18.30 pm

Is war between science and religion inevitable? Two leading scholars take up this question and ask whether there are other ways of the thinking about the whole issue. Hear from Professor David Livingstone (Queen's University Belfast) and Professor John Hedley Brooke (Oxford).



12th - 18th November
Belfast Locations

One week of events and competitions to inspire people to engage in entrepreneurial activity while connecting them to potential collaborators, mentors and even investors.

Visit <https://genglobal.org/gew>



The Lynn Library, now home of the Graduate School, first opened in 1868 and to celebrate 150 years since this wonderful building opened, we invite you to participate in a range of events and activities.

Launch Event

12th November

Exhibition

12th - 23rd November

Celebration Event

Follow us on social media for the latest updates on our GS150 Celebrations.

The Graduate School is collecting memories of the building from its staff and current and former students as part of a larger commemoration. **Share your story**, photographs and memories via gs150@qub.ac.uk.

See page 4 for more information on Innovation After Hours events at the Graduate School.

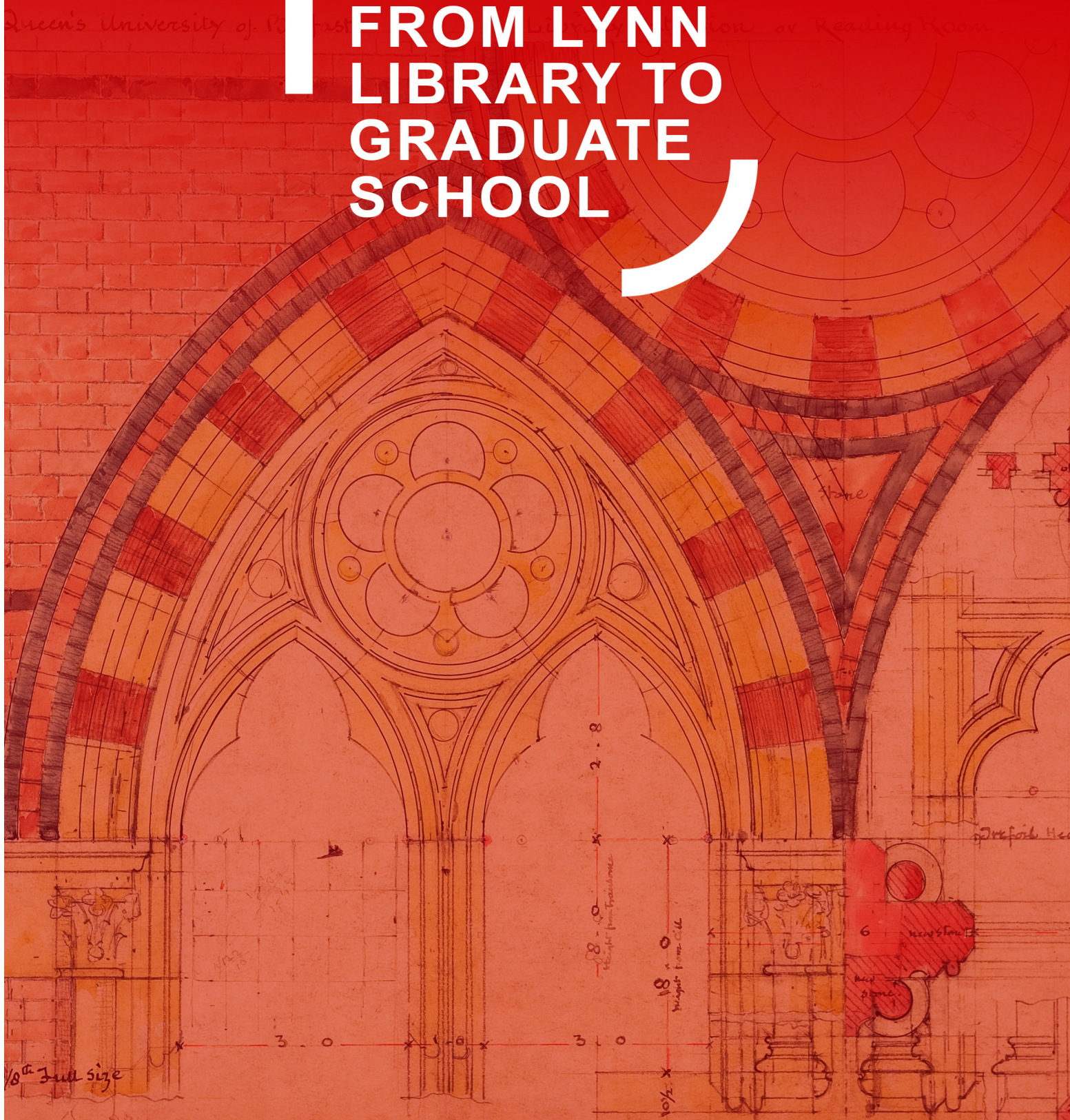


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150
YEARS ON

FROM LYNN LIBRARY TO GRADUATE SCHOOL



The Graduate School Women's Network



'Empowering Queen's postgraduate women to be the best version of themselves.' The network meets once a month with dates announced via Facebook.

Follow the Graduate School Women's Network via Facebook:
www.facebook.com/TheGraduateSchoolQUB

On the last Thursday evening of each month we invite innovators, disrupters and shapers impacting on a local and a global scale and connect them with our postgraduate students.

Save these dates, more details to follow.
25th October, 29th November

THOUGHT LEADERS

Last Thursday of each month!



Research Scholar Workshops

These workshops offer a chance for staff and students to engage with the work of major scholars, to discuss their work and the wider intellectual themes raised by that work.

Follow us on social media for the latest event updates.



1st year PGR Inductions (The Canada Room)

8th October: MHLS, 9.00am - 13.45pm
8th October: EPS, 13.00pm - 17.00pm
12th October: AHSS, 9.15am - 13.45pm
12th October: AHSS, 13.00pm - 17.00pm



Postgraduate Inductions

These workshops offer a chance for staff and students to engage with the work of major scholars, to discuss their work and the wider intellectual themes raised by that work.

COFFEE CATCH UP



Last Wednesday of each month
from 10.00 am in the Social Space

Join fellow postgraduates for coffee in the Graduate School each month. This social gathering is a good platform for postgraduate students to take a break from their work, catch up with friends and expand their network whilst enjoying coffee and cakes. No registration necessary; just drop-in!

Are you new to the postgraduate community?
Come along for a tailored introduction to the School!

MINDFUL MEDITATION



A student-led initiative with meditation instructor Orla Wallace. Each class will integrate mindful movement, relaxation and seated meditation. Drop-in sessions are open to all postgraduates. No need to register.

Every Wednesday, 13.10 pm - 13.50 pm
Wellbeing Room, Main Site Tower (School of Law)

Proofreading



Follow us on social media for the
latest event updates.

A peer-led student forum designed to help students in proofreading their academic work. It is an opportunity for cultural exchange to develop a network within the postgraduate community, and supporting each other to develop their proofreading skills.

DIGITAL DETOX



Digital detoxing for postgraduates encourages students to leave behind their technology for a night of activities focused on mindfulness, social interaction, drawing and gaming.

Follow us on social media for the
latest event updates.

SHUT UP & WRITE



Every Monday, TR3, 13.00 pm - 16.00 pm.
Drop in sessions - no booking required

Shut Up & Write is a movement that started in San Francisco as a way for writers to structure their time and connect with others. It is a great way to carve out dedicated writing time and make progress on thesis chapters and assignments. The discipline and shared sense of purpose that comes from writing with others also keeps you accountable and reminds you that you aren't alone.

Healthy, and not so healthy, refreshments provided!



Postgraduate- Led Initiatives

Funding is available throughout the year to assist current postgraduate students in organising academic and cultural activities. These events work to bring together the wider communities within both Postgraduate Taught and Research programmes at Queen's University.

Application forms can be found online at: www.qub.ac.uk/graduate-school/community-connections/
(Terms & Conditions Apply)



**QUEEN'S
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BELFAST**

**RESEARCHER
PLUS**



**QUEEN'S
UNIVERSITY
BELFAST**

**GRADUATE
PLUS**

Researcher Plus and Graduate Plus Information Sessions

TR7, the Graduate School, 12.00 pm - 12.30 pm.
4th October, 15th October

Researcher Plus or Graduate Plus is a great way to have your extra-curricular skills recognised and accredited by Queen's, making it easier for you to demonstrate these to employers. These information sessions are for any postgraduate student who wants to know more about how to achieve Researcher Plus or Graduate Plus accreditation. During the session, we will be taking you through the application form and structured reflection.

Researcher Plus is open to current, registered PhD or taught doctoral students and Graduate Plus is open to current, registered postgraduate taught students. More information can be found at <https://www.qub.ac.uk/graduate-school/development/researcher-plus/>



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YOUR CAREERS MANAGEMENT SYSTEM

MyFuture

SEARCH, BOOK & APPLY

Graduate Jobs

Employer Presentations

Placements & Internships

Targeted Emails

Careers Guidance Appointments

Skills Sessions

Careers Events

<https://qub-csm.symplicity.com>

Queen's College, Belfast. New Library and Reading room

Stay connected this semester....

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@QUB_gradschool



/TheGraduateSchoolQUB



#TeamGrad