RESEARCH DEVELOPMENT TRAINING GUIDE

Section 1: Overview

The University of New England (UNE) and the Graduate Research School (GRS) are committed to providing high quality training opportunities of all Higher Degree by Research (HDR) candidates. Training is designed to support and guide candidates through the research journey, promoting a culture of lifelong learning through professional development activities to develop all aspects of the researcher identity.

Section 2: Scope

These Guidelines apply to all HDR candidates who are required by their respective degree rules to complete developmental and training activities. These Procedures follow rules set out within the HDR Milestones Policy.

Section 2: Guidelines

These Guidelines provide for the development and training of candidates for the duration of candidature.

The specific aims of these Guidelines are:

- Induction of candidates to University governance including relevant codes, regulations, policies and procedures;

- Induction of candidates to research governance including responsible research conduct, preparation of ethical applications (if relevant) and formulation of a Research Data Management (RDM) plan;

- Training and support of candidates in attaining milestones and progress research;

- Prepare candidates for future employment through the identification and development of generic and transferable skills;

- Professional and/or social networking opportunities;

- Opportunities to present at conference(s)

Section 2: Mandatory

The following training units/programs are mandatory for all HDR candidates following Clauses 22 to 24 of the HDR Milestones Policy:

- **HDR600 Welcome to UNE; Compulsory Induction**

  o Induction of candidates to University governance;

- o Must be completed within the first month of candidature;

- o Requirement for Confirmation of Candidature (Milestone 1);

- o Undertaken concurrently with HDR601;

- o Pre-requisite for HDR602.

- **Orientation Workshop**

  - o Promotion of cohort and professional networking while providing information and streamed sessions to support candidates in commencing their research;

  - o Must be completed within the first 6 months of candidature;

  - o Requirement for Confirmation of Candidature (Milestone 1);

- **HDR601 Candidature at UNE**

  - o First of two inductions of candidates to research governance, including the candidature journey, Confirmation of Candidature and aspects research integrity;

  - o Must be completed within the first 3 months of candidature;

  - o Requirement for Confirmation of Candidature (Milestone 1);

  - o Undertaken concurrently with HDR601;

  - o Pre-requisite for HDR602.

- **HDR602 Research Project and Data Management**

  - o Second of two inductions of candidates to research governance including project management, research data management and research integrity;

  - o Must be completed within the first 6 months of candidature;

  - o A requirement for Confirmation of Candidature (Milestone 1);

  - o Can only be undertaken once HDR600 and HDR601 have been completed.

- **Research and Ethical Clearance training**

  - o Applies to HDR candidates undertaking research involving animals and/or humans

  - o Must be completed within the first six, 6 months (FTE) of candidature;

  - o Requirement for Confirmation of Candidature (Milestone 1);

- **Faculty / School / Discipline / Supervisor identified training requirements.**

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- o Training identified by the candidate's supervisor, faculty and/or school, necessary to support and/or progress research;

- o Examples include (but are not limited to) faculty/school inductions, laboratory inductions, chemical safety training, site-specific inductions;

- o To be completed within the timeframe set by the supervisor, faculty or school.

Section 2: Desirable

- **Communication training**

    - o Excellent communication skills are considered highly desirable to potential employers. Therefore, the Graduate Research School is committed to supporting candidates with communication training across a range of media and target audiences to develop these strong communication skills for their candidature journey and beyond.

    - o All candidates are strongly encouraged to participate at least once in UNE's 3-minute-thesis (3MT) competition and Research Pathways Conference (RPC).

- HDR603 Careers and Employability

    - o Training specifically designed to identify and develop transferrable skills in preparation for careers beyond the HDR journey;

    - o Available to candidates after successful completion of Confirmation of Candidature (Milestone 1).

Section 2: Optional

Any training identified by the candidate, supervisors, faculty, school or discipline that progresses and/or supports research and/or develops all aspects of the researcher identity.

Section 2: Authority and Compliance

Candidates must observe these Guidelines in relation to University matters.

These Guidelines operate as and from the Effective Date and are subject to change.