TRAINING WORKSHOP DETAIL INFORMATION

Date of Workshop	Location
27th – 31st May 2019	Ha Noi
3rd – 7th June 2019	Da Nang
10th – 14th June 2019	Ho Chi Minh City

Course Objectives

The aim of these workshops is to increase Researchers' knowledge, capability and skills related to increasing the quality, outputs and impact from their research and working more frequently and effectively with enterprises and businesses.

By the end of the workshop, participants will have gained knowledge and experience to increase the quality and outputs of their research and how to work effectively with enterprises and businesses.

Participant Requirements

We expect a total of **30 participants** to attend the training in each location.

Types of organisations: 40% Universities, 40% Research institutes, 20% Researchers in enterprise

Type of discipline: An adequate **mixture of disciplines** (I.E. a mixture of engineering, physical and social sciences and not overly dominated by one discipline).

Participants requirements:
Essential:

- Between 3 and 5 years' experience of working as a researcher (Junior Researcher level)
- Published at least one peer reviewed journal article

Desirable:

- Have written a research funding proposal in the past year
- Presented research (e.g. at a conference) to a public/peer audience outside their institution
- Are, at the time of training in the process of writing a research proposal or actively aiming to engage with the industry towards a joint research contract
- Are, at the time of training carrying out a research proposal and are intending to publish the results in a journal or at a conference

Ideally, it would be good to see reasonable gender balance.

The participants will be required to do homework set during the workshop and will be required to interact with other participants during the workshop activities and be prepared to present to others during the workshop.

Course duration (days)

The course duration is five days

Detailed workshop content

The course is designed to increase participants' knowledge, capability and skills related to increasing the outputs and impact from their research and working more frequently and effectively with enterprises and businesses.

The topics covered during the workshop are aligned with and have their foundations in the Vitae Researcher Development Framework (RDF). The topics selected fall within the four domains of the RDF.

Session Name	Content
Introductory Session	- Introduction into the project - Introduction of trainers and participants - Expectations and outcomes for the week - Familiarising participants with purpose and structure of workshop - Introduction into the Vitae Researcher Development Framework
Research metrics and research quality indicators	- Definition and key traits of an "outstanding researcher" - Quality research indicators - International standards, career development and examples of Outstanding profiles - Tracking your Record where are you and where do you aim to be in 5 years? - Other metrics and the importance of understanding the concept of The Citizen Researcher – Mentoring and Citizenship
Research quality - Originality, Significance and Rigour (O,S,R)	- Definitions of O, S and R as quality indicators - Why do we need research quality indicators - Recognizing O,S,R in your work and that of others - Peering and reviewing; Learning from examples, leading by example - Validation frameworks – REF system
Writing and Publishing in high quality journals	- Why write well? - Writing tips: sentence level skills; paragraphs; topic sentences; structure; provocative questions - How to write an abstract - Reviewing - Proofreading
Communicating with confidence – with peers, industry and lay audiences; What is an excellent presentation?	- Seminar and Group activity on presentation skills
Working with businesses and successful knowledge transfer	- Defining knowledge transfer - The benefits, challenges, pitfalls and opportunities of researchers collaborating with businesses - Knowledge transfer activities
Three Minutes Thesis (3MT) presentations	- Participants to individually present their research
Research Impact: what it is and how do we achieve it and measure it?	- What is research impact - What activities are required to achieve impact - What are the different types and levels of impact - Why is Research impact important

	- UK context for research impact –REF and Research Councils - Example of impact in UK REF case study - Example of impact in Vietnam - Working with others to achieve impact - Planning, capturing and measuring impact
Bidding and winning	- Understanding Bidding for grants as a process = why bid, where, what with, what for, who with? - Writing a grant proposal as part of the bidding process - What do funders want and what do you have to offer? - From Idea to Impact – articulating purpose, goals, RQs, objectives and outcomes; defining Impact as an expected outcome - Writing clear research objectives - Bid to win - tips, DOs and DON'Ts and lessons from bids reviewing activities - Costing bids - Collaborative bidding - Preparing for delivery - Exploiting ideas – the notion of Technology Readiness Level and the relationships between TRLs and funders – from fundamental science to impactful science – bids spinning from good ideas
Project Management and managing people and teams	- Managing projects and stakeholders (collaborators, industrial partners) - From grant applications to delivering impactful projects - Project management principles - Project planning - Identifying risk and risk management - Managing people – working in teams - Leadership qualities, role modelling and the difference between mentoring, coaching and leading - Building effective teams - Managing conflict - Negotiation skills - Leadership vs management
Intellectual Property Rights; why is it important to understand IPR?	- What is Intellectual Property - The types of Intellectual Property researchers produce - What legal protections are in place - The reasons why researchers should protect their Intellectual Property - Intellectual Property ownership in business-researcher collaborations
Taking charge: Career Development approaches and useful metrics and benchmarks	- Research career planning - Why plan and what plans should look like - KPIs for research academics - Why mentors are important - Grounding: Rigor, Significance and Originality - Peering and Benchmarking - Working backwards from Professorship - KPIs for researchers - You and your research strategy

	- Promoting yourself as a researcher - Collaborators – "who do you work with and who do you want to work with?" - Skills building and "auditing" yourself as a researcher
Action Planning for the future: where next?	- This session is focussed on undertaking an individual action planning - Building a career mind map of oneself and where one wants to be on a 5 year and 10 years timescale - What type of scientist are you? - What are your enablers and disablers? - How does your research strategy and topic fit in your context? - What are your strengths and how do you maximise benefit from them? - What are your weaknesses and how do you overcome the barriers? - How do you know you are on the right path? - Setting milestones
World Café on significant themes from the workshop	This session is focussed on a group activity that draws from the course and encourages peer to peer learning and reflection

Training methodology

The training is grounded in the Vitae Researcher Development framework. The trainers will adopt an interactive, learner-centred approach. A variety of methods will be utilised including:

- Trainer led seminars
- Group Activities
- Individual Activities
- Reflection sessions
- Active summaries
- Question and Answer sessions
- Feedback sessions

Program evaluation method

Pre workshop survey: A knowledge attitudes and practices survey will be sent prior to the workshop in order to obtain a baseline measure of the participants' knowledge, experience and understanding.

Post workshop survey: Following the completion of the workshop another survey will be issued to participants to measure the effectiveness of the training to increase participant's knowledge against the baseline**.** The post workshop survey will also include questions relating to the course content and delivery to evaluate the suitability of the training materials for the participants.

Other description and requirement on training material, trainers and facilities

Training materials:

We will require the following materials:

- Flip charts
- Pens
- Post it notes
- UK consultants will send handouts to BC VTN to print before the workshops

Facilities:
The training will need to be undertaken in a room that has an informal set up with a set of four tables with four people on each table.

Trainers:

Professor Elena Gaura (PI) is the Associate Dean for Research in the Faculty of Engineering, Environment and Computing at Coventry University. Professor Gaura has an extensive track record of delivering long-standing and recent British Council, UKRI and EU-funded partnership programmes.

Professor Gaura has two decades of research leadership, research mentorship and management and bidding in areas of Engineering and Computing. In 2006, she set up, led and managed to success an Applied Research Centre that has become financially self-sustaining within 2 years of inception, with 10 researchers and 10 PhD students. She is an active disseminator of research – has organised over 20 scientific conferences and workshops for academia and industry. She has won >30 research grants (medium and large-scale) from a variety of funders including Innovate UK, EPSRC, British Council, Royal Society and the Royal Academy of Engineering as well as the European Commission and gained a substantial amount of funding directly from industry.

Professor Gaura has significant experience of the Research Funding processes and has been a member of the EPSRC College of Peers from 2003 to 2012 and in this capacity she reviewed >50 EPSRC grant proposals. She has worked with the European Commission under 3 framework programmes (FP6, FP7 and Horizon 2020), as a grant proposal evaluator and an expert project reviewer/assessor (project monitoring and reporting). She has evaluated over 500 grant proposals for the Commission in the past 10 years, with individual grant values up to £15m.

Having published over 100 conference and 40 journal papers Prof. Gaura is now focusing on promoting and supporting "good writing" in PGR populations and ECRs, locally and worldwide. She is experienced in working effectively with partners in Asia and has strong ties and research projects with partners in Indonesia, Malaysia and the Philippines.

Professor Gaura provides the research management and administration know-how: developed and time-tested during Coventry University's transition from a teaching-intensive to a research-intensive institution. She has devised research structures to support the £150mil CU research strategy and scale-up of research intensity. She has managed the faculty's professoriate (20+) and manages all faculty research center directors. She mentored >50 individuals to transition to industrial research, research consultancy and research management. She has trained and managed research administrators and created future-proof administrative structures and policy. She worked with journalists to disseminate her research and commission training (copy-writing, interviewing, science communication).

Professor James Brusey is a Professor in Pervasive Computing and Theme Leader for Advanced Computing within the Fluid and Complex Systems research centre.

- Director of Cogent Computing Applied Research Centre 2013 - 2016
- 25 grants with average funding > £1mil per grant including several large H2020, FP7 and FP6 EU funded grants.
- 14 PhD completions including 2 with no corrections
- 106 refereed publications, >1000 citations, h-index 18, i-10 index 28
- Experienced trainer (teaching in HE since mid-80s) with recent focus on teaching writing and research methods (since 2015) and large number of internationally run short-courses on this subject
- Journal editor for IJDSN since 2013
- 62 researcher development training days run since 2015 including 37 externally funded, international training days.

Dr. Vaughan Shilton is a Research Funding Executive at Coventry University. Vaughan has been involved in the development, monitoring, evaluation and delivery of research and innovation projects for over 16 years.

Vaughan has spent considerable time working closely with research organisations and businesses throughout the UK and across Europe, the Middle East, Asia, North and South America and Australia in successfully developing research and innovation projects generating a combined income of greater than £100M during the last ten years. These successful collaborations and projects have led to outputs including new products, services and processes as well as traditional research outputs.

Having collaborated with SME's, multinational corporations, governmental institutions, research organisations and other stakeholders developing large consortiums for the successful delivery of high-quality research and innovation activities Vaughan has a thorough understanding of the research and innovation landscape.

Throughout his career Vaughan has worked at the interface between research and industry successfully linking businesses with research organisations through various knowledge exchange mechanisms to produce tangible, positive and measurable benefits to both sectors through research and development projects and strategic alliances.

Vaughan has delivered numerous training events, workshops and presentations to academics and businesses on topics including research funding, research policy, business engagement, developing research projects, knowledge transfer, enterprise and impact.

Miss Susie Maugham is a Research Funding Executive at Coventry University. In her current role Susie is responsible for supporting a wide range of academics across the whole University to apply for and secure research funding from a vast range of funders. Susie works extensively on newton fund and Global Challenge Research Fund application. This has required her to work with a range of institutions across the globe, for example, on a recent GCRF submission she worked with over twenty partners including institutions from China, Ghana, Malaysia, Nepal and South Africa.

Susie has delivered training to academics at various levels to support the development of funding applications including research aims and objectives; research impact; working with others and commercialisation of research activities.

Susie has worked for the Oxford University Clinical Research Unit based in Ho Chi Minh City supporting a wide range of academics based in the centre to apply for and manage research grants. These included: British Council institutional links programmes with Vietnamese partners; UK Research Council funding; Wellcome Trust programme grants; Gates foundation and commercial contracts with industrial sponsors.