

Slide 1



UNIVERSITY OF
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Research Productivity LDC Development Theme

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Hello and welcome to the Development theme of ‘**Research Productivity**’ with advice and techniques to help make the most of your research time and plan effectively for the longer term to meet your own goals.



How will you achieve your goals?

The thesis?

Can you plan for three years?

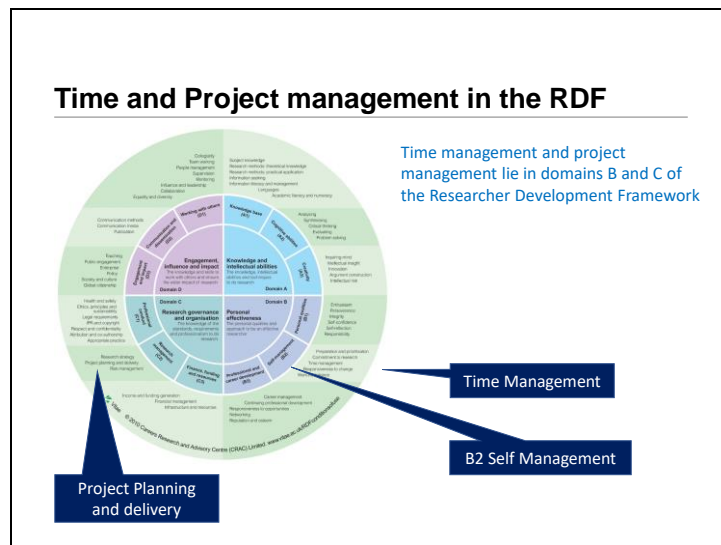
Do you have wider ambitions?

Can you make progress each week, and avoid procrastination?



As a PhD researcher you may have many ambitions and goals including that one long-term, thesis submission date. However if that is three or more years ahead how do you ensure that you keep on track during this time and How do you ensure that you find time to achieve those other goals?

As a researcher, you may have a lot more unscheduled time than in the past. If you are not used to planning your own time, this can also be a challenge. How do you ensure you make progress each week and avoid excess procrastination?



In the Researcher Development Framework time and project management are essential skills that appear in domains B and C, as Time Management and Project planning and delivery. Although other attributes and skills in the subdomain B2, will contribute to your overall productivity

Do you know your personal preferences?

Do you like long-term plans?

Or work to set deadlines?



Do you know what keeps you motivated?


However Personal preferences are also important issues to recognise here
Some people love to make long-term detailed plans whilst
others need achievable deadlines to motivate themselves to keep going
Do you know what methods work best for you, to help you maintain your motivation?

Techniques to manage your time effectively

Goal setting: Are you clear about your goals?

Formal project management tools

Time management tools and techniques



What if you become stuck with your research?

There are a range of techniques that can help different people

But first do you know what goals you want to achieve this year? Your supervisor can help you set research goals, but what about goals for your personal and professional development?

Formal project management tools can help you if you need to make and keep to detailed plans over longer periods, to help you plan for the next three, six or so months. These may also be good techniques to learn for your longer term career.

Alternatively you may focus a range of deadlines to help keep your focus and find tools and techniques that will help manage your time effectively on a day to day basis. There are many online tools or apps that can also help you.

However you may need a different approach if you become stuck with your research.

LDC Development online workshops

Online workshops with small group discussions:



Taking Ownership of your PhD 2 Project Management of the PhD

Taking Ownership of your PhD 4 Time-management in the PhD

Also:
Introduction to Project Management (3 workshops)

The LDC development workshops can help you identify new techniques and tools. This year our sessions are mainly online

Our opening workshops for new researchers include 2 titles that specifically address productivity

session 2 covering project management of the Phd, to help you start you long term planning

And Time-management in the PhD that has a day to day focus

We also offer a series of 3 workshops to introduce the main tools of project management, delivered by external providers

Finally

Time and project management
are important

Start by identifying key milestones



Or come to 'Taking Ownership of the PhD' online
workshops

So, good Time and project management will be essential to succeed in your PHD.
You might start by looking ahead to identify some of the key milestones in the first year Or
come to our online workshop series, Taking Ownership of the PhD and begin your initial
planning with your peers.