

IMR PhD Induction Meeting

September 18, 2023



Programme

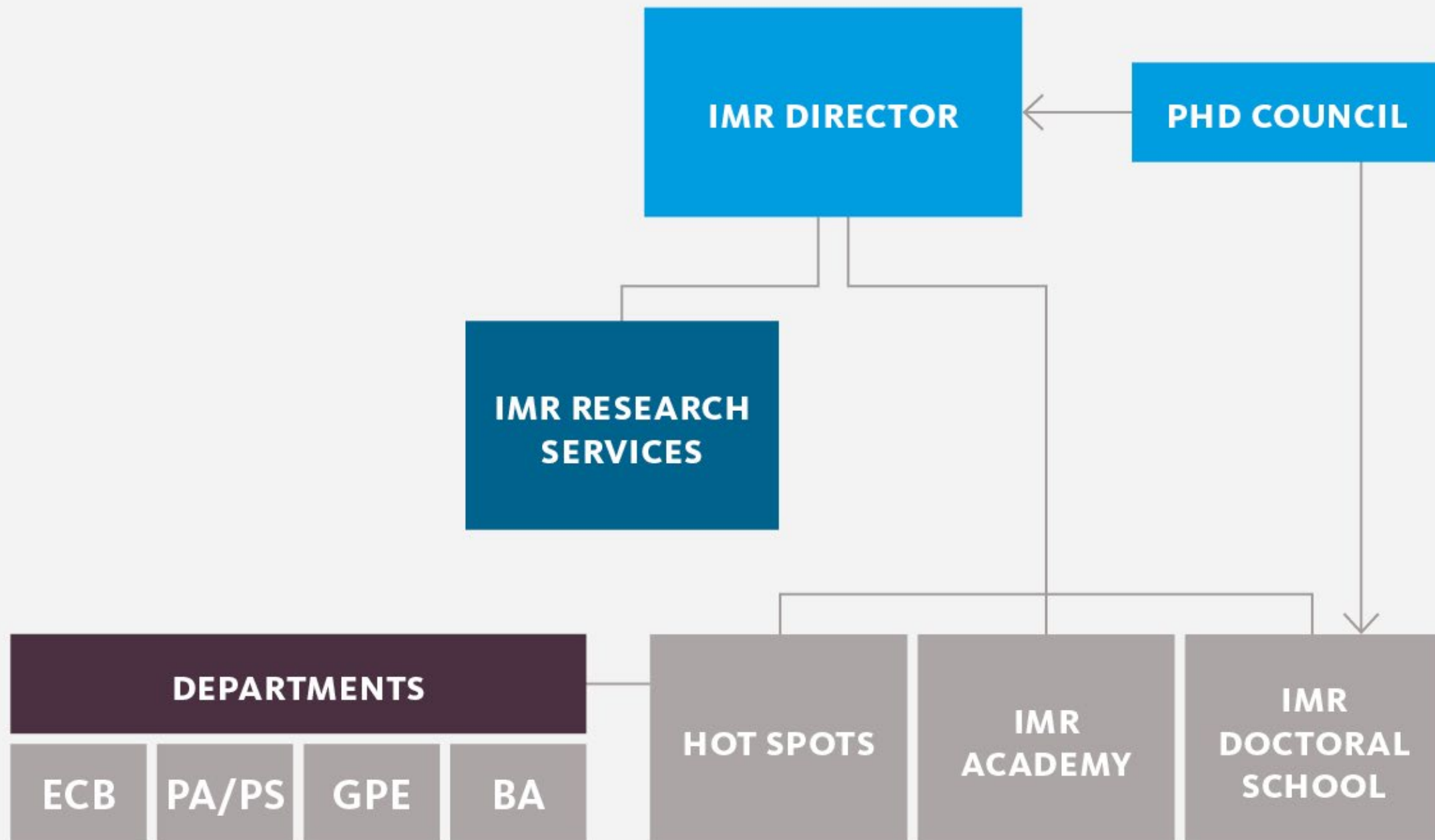
14:00 - 14:30	Round of introductions with your personal slides
14:30 - 15:40	IMR, Doctoral School, and Research Ethics - Kristina Lauche & Daan van Bel
15:40 - 15:55	Break
15:55 - 16:00	Methods Clinics - Peraphan Jittrapirom & Bareerah Hoorani
16:00 - 16:15	Introduction Teaching Information Point - Isa Claassens
16:15 - 16:30	Research Data Management - Francie Manhardt
16:30 - 16:40	NSM Library Team - Noah Grim
16:40 - 17:00	Introduction PhD Council + presentation on the ins and outs of a PhD trajectory - Wouter van Zwol
17:00 - 18:00	Informal meeting with drinks in The Yard



IMR and Doctoral School



INSTITUTE FOR MANAGEMENT RESEARCH



[More information](#)

IMR Research

Gender equality is the key to talent and knowledge



"Gender inequality within organizations obstructs optimal use of the talent and knowledge present in the organization."

From discontented employee to discontented citizen



"When discontent is not resolved in the workplace, people also may come to express their discontent outside of work."

The municipal struggle with European state aid rules



"European state aid rules apply not only to a national government, but also to a municipality that is selling off land for a low price."

Group discussions on energy transition



"Everyone is trapped in their own mental models and it would appear we are successful in breaking through that."

[More information](#)

Institute for Management Research
Radboud University



Research Culture: Seminars, Lectures, and Presentations

- IMR PhD Events
- PhD Defenses
- Seminars

[More information](#)



Research Culture: IMR Research Day



- Keynote lecture
- PhD presentation sessions
- Seminars on issues that concern all IMR researchers
- Next Research Day: June, 2024

Research Culture: Conferences

- Present your work (get feedback)
- Get inspired
- Find your academic community
- Build a network



Research Facilities: IMR Labs

Individual
Decision Lab

Group
Decision Lab

Maplab

[Global Data Lab](#)
(databases)



[More information](#)

Facilities for International PhD candidates at the RU

- [International Office](#) & [Global Lounge](#) - [Support for PhDs](#)
 - Available for any questions
 - Legal Service: Explanations, clarifications, and translations;
 - Dutch Language Lunches, Book Club, etc.
- [Social activities](#)
- [PhD Organization Nijmegen \(PON\)](#)



Facilities for International PhDs outside of the RU

- Websites
 - www.9292.nl, www.ns.nl
 - www.weeronline.nl; www.buierenradar.nl
 - www.euraxess.nl
- Events / Activities
 - [I am not a tourist Expat Fair](#)
 - [IamExpat Fair](#)
- Networks
 - [Nijmegen Expats FB Group](#)
 - [MeetUps](#) and [Expatica](#)
 - [PhD candidates Network of the Netherlands \(PNN\)](#)
- [Free online “Introduction to Dutch” language course](#)

Newsletters + IMR PhD Teams Page

- Radboud Weekly Newsletter
- Faculty Matters (monthly)
- Weekly Update IMR
- IMR Events Newsletter (monthly)

- IMR PhD Teams Page



Information PhD Procedures and Facilities

PhD info on RU website

- [Doctorate Regulations](#)

Doctoral School website

- [PhD Guide](#) (including slides of this meeting)

IMR Doctoral School

Support platform for PhD candidates and their supervisors, integrating all the supporting services that are relevant for facilitating and improving PhD trajectories.

1. Provide information to candidates and supervisors
2. Address general problems and issuing policy advice and proposals
3. Address problems in individual trajectories
4. Foster a community
5. Manage and provide management information
6. Facilitate and organize events
7. Exercise quality control



What can the Doctoral School do for you?

- Key contact point for you and your supervisors on administrative or policy-related issues
- Register, monitor, and contribute to the progress of PhD projects
- Discuss experiences, requirements, and new ideas
- Facilitate communication between the IMR, PhD candidates, and supervisors
- Mediate if problems arise

Main Types of PhD trajectories

- 1a Internal PhD candidates (4 years)
- 1b Internal PhD candidates / Junior Lecturers (6 years)
- 2b International PhD candidates with a scholarship (IPS)
- 3 External PhD candidates with (some) external funding
- 4 External PhD candidates with own funding

For Types 1a, 1b, and 2b: Personal Budget - Contact person - [Debbie van Zijlen-Aalbers](#)



Financial matters

- Internal PhD candidates and IPS: Work budget → conduct research, participate in workshops, travel to conferences
→ €8000,- for the whole trajectory



[More information](#)

Travel Funding

For all PhD candidates (also external)

Contact person: [Paula Haarhuis](#)

Erasmus+ Programme

- Staff training
- Staff teaching
- PhD candidate mobility

Radboud Internationalization Grants

- 2x in the PhD trajectory
- € 400 for travelling in Europe
- € 700 outside Europe

@Internal PhD and IPS candidates:

If possible, use the RU travel funding options before using your PhD budget.

@External PhD candidates:

If possible, use the RU travel funding options before requesting additional funding with the IMR.

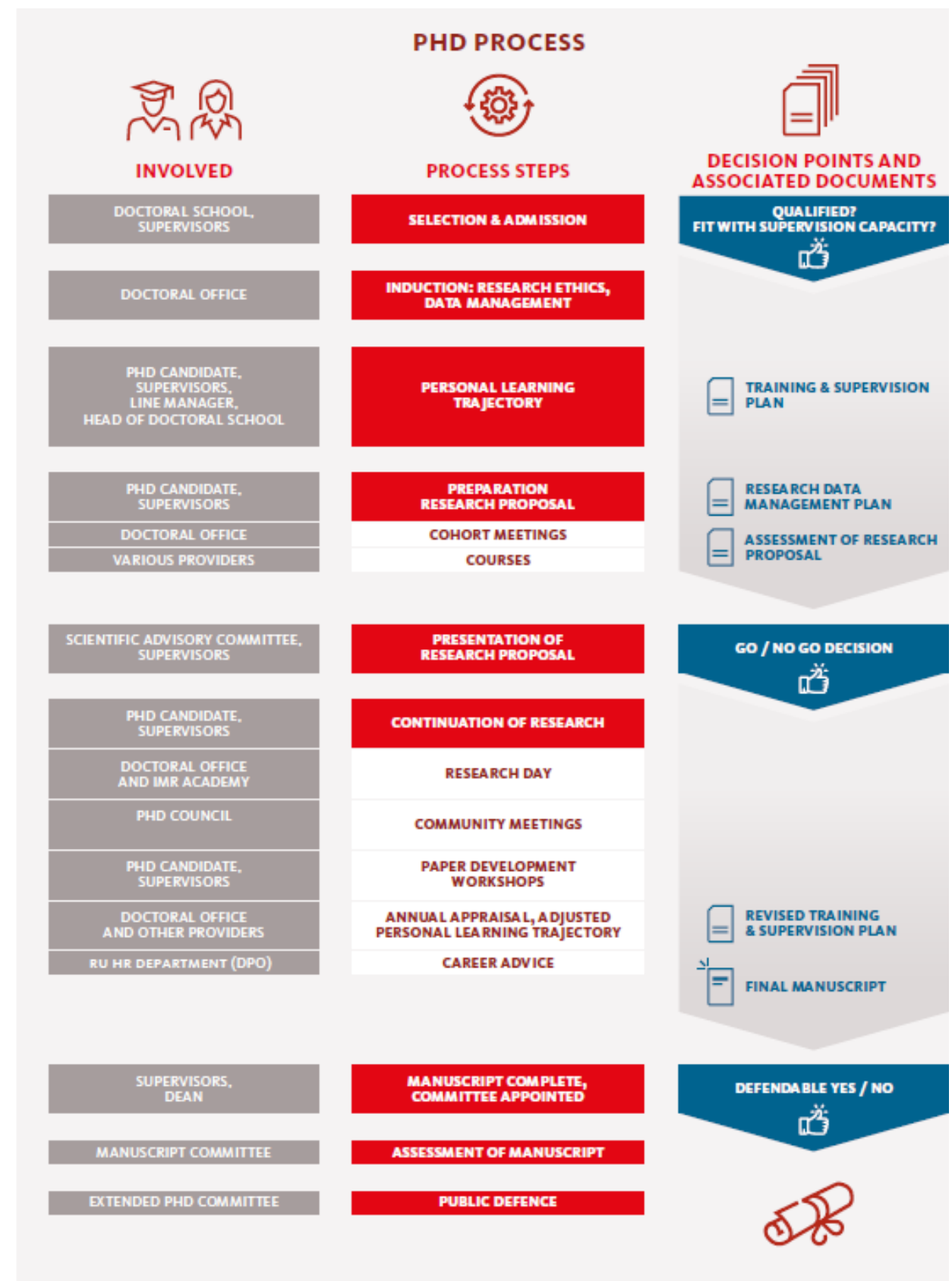


[More information](#)

PhD candidate support at IMR and RU

- IMR Doctoral School
 - If a candidate experiences a problem or conflict with any of their supervisors
- RU Confidential advisors
 - If a PhD candidate encounters behavior that feels undesirable
- Occupational health physician, occupational social worker, and campus psychologist
- RU PhD Candidate Buddy System

Schematic overview IMR PhD Process



Major Milestones

1. Becoming an IMR PhD candidate - registration Hora Finita
2. Training and Supervision Plan (TSP) - 4 weeks after start date
3. Research Data Management (RDM) Plan Review – 10/16 months after start date
4. Defending Research Proposal for the Scientific Advisory Committee (SAC)
 - Advice - help as 'critical friends' - valuable feedback
 - Proposal form and evaluation form can be found [here](#)
4. Annual Appraisals
5. Meeting with the Doctoral Officer - 18/24 months after start date
6. "Planning the Final Year" Meeting with the Doctoral School - 30/42 months after start date
7. Approval Manuscript - process initiated by PhD candidate via upload manuscript in Hora Finita
8. PhD Defense

Timing SAC Defense

Months after start date

4-year Internal & IPS

- | | |
|---------------------|----|
| - Hora Finita call | 7 |
| - Deadline proposal | 9 |
| - Defense | 12 |

External

- | | |
|---------------------|----|
| - Hora Finita call | 13 |
| - Deadline proposal | 15 |
| - Defense | 18 |

6-year Internal / Lecturer

- | | |
|---------------------|----|
| - Hora Finita call | 13 |
| - Deadline proposal | 16 |
| - Defense | 18 |

Hora Finita

- Software system to facilitate administrative procedures related to PhD trajectories
- Mandatory for all RU PhD Candidates
- Manuals can be found [here](#). [Here](#), you can find more information regarding Hora Finita
- Our faculty does not require that you enter your training activities in Hora Finita. You can do this by updating your TSP.

Training and Supervision Plan (TSP)

Customized to individual needs

Overview of:

- Professional and skill development
- Supervision & teaching agreements
- Review yearly!
- Template can be found in Hora Finita and [here](#)

PhD Training and Development (1)

- Customized to individual needs
- [Generic RU gROW PhD courses](#) - free of charge
 - Scientific Skills
 - Personal Effectiveness
 - Career Development
 - Career Guidance and Coaching
 - Education in a Nutshell
 - University Teaching Qualification (UTQ/BKO) courses

The IMR recommends:

- Designing a PhD Research Project
- Project Management for PhD Candidates
- Academic Writing
- Presentation Skills / The Art of Presenting Science

PhD Training and Development (2)

- Language Courses - English or Dutch courses free of charge – see [here](#) for an overview.
- [Radboud Writing Lab](#) – 5 yearly coaching sessions free of charge
- Summer School in Social Research Methods - hosted by Nijmegen School of Management
- (Inter)National Research Schools
- IMR Method Clinics - communicated by the IMR Academy
- RU/NSM Master/Bachelor Courses
 - Request to enroll in RU Master/Bachelor courses.

Teaching and Teaching Support

All internal PhD candidates teach

[Radboud Teaching and Learning Centre](#)

- With the Teaching and Learning Centre, Radboud University wants to facilitate and stimulate encounters, inspiration and cooperation between educators in order to strengthen the quality of education together. Three theme lines are central to the TLC: educational development and innovation, the continuous development of the teacher, and research into (scientific) teaching and learning.
- University Teaching Qualification (UTQ, BKO in Dutch)
- Contact person: [Isa Claassens](#)

[Teaching Information Point, TIP NSM](#)

- Support in the field of educational development and innovation and ICT in education

IMR PhD Events

- Research Ethics and Scientific Integrity ([Mandatory](#))
- Research Data Management ([Mandatory](#))
- Writing Retreat
- Preparing for the Defense of your Proposal for the SAC
- NSM Library (1): Efficiently Searching for Literature in Academic Databases
- NSM Library (2): Conducting a (Systematic) Review
- Raising your Academic Profile
- Career and Networking Event
- UTQ Information
- Managing your Supervisor
- PhD Lunch sessions
- Informal activities
- And more...



For these PhD workshops/events – hours in TSP

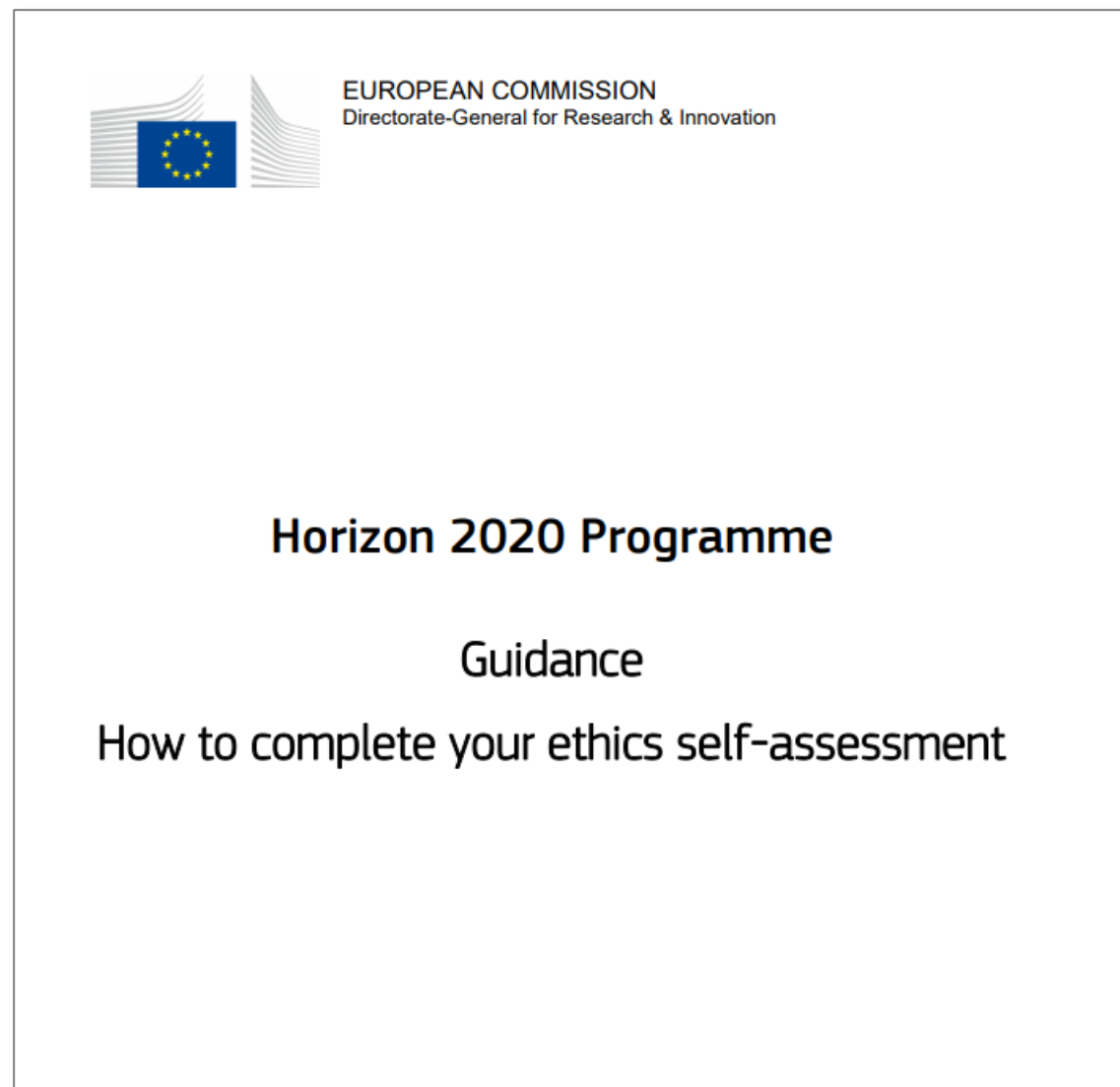
- IMR PhD Induction Meeting 4 hours
 - IMR Workshop Research Ethics and Scientific Integrity 11 hours
 - IMR Workshop Research Data Management 4 hours
 - NSM Library Workshop 1 4 hours
 - NSM Library Workshop 2 5 hours
 - IMR Workshop SAC PhD Research Proposal and its Defense 1 hour
-
- If you have any suggestions for workshops or events, please contact the Doctoral School

Research Ethics for PhD candidates



Why research ethics?

Because we must



Because we want to



Research Facilities: Ethics Committee

Ethics Committee of the Faculty of Law and the Nijmegen School of Management

- Informs and advises
- Ethical review
- Research proposals
- Journal articles

[More information](#)



Key Ethical Issues...

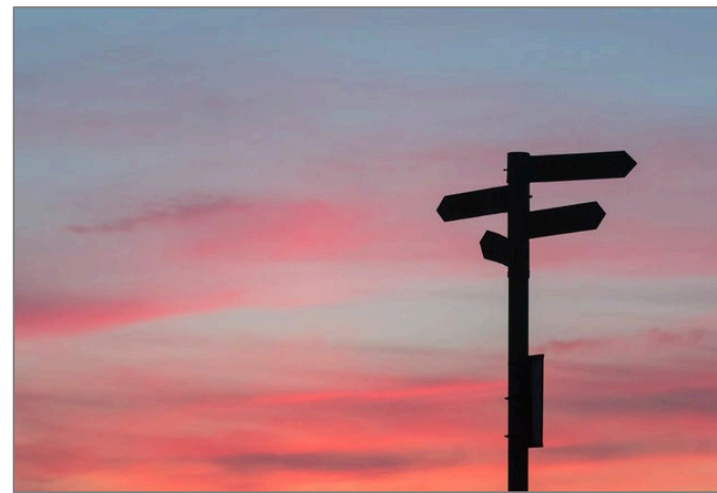
Proper referencing:

- Acknowledging original authors (findings, text, figures, tables, data...)
- Say it in your own words (don't abuse quotes...)



YOUR conduct in the field:

- Integrity as an academic
- For whom are we doing this (own research vs org's needs; management vs employees)
- Don't make promises you can't keep...



Key Ethical Issues...

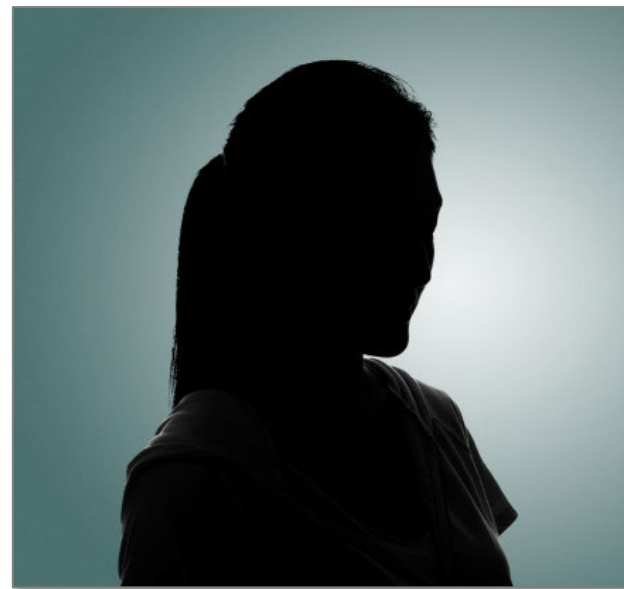
Participation

- requesting informed consent
- freedom to withdraw from the research at any time



Data

- confidentiality & anonymity...
- ...re: data storage & use



Informing all participants about:

- findings
- how findings might be applied (in the org, society etc.)



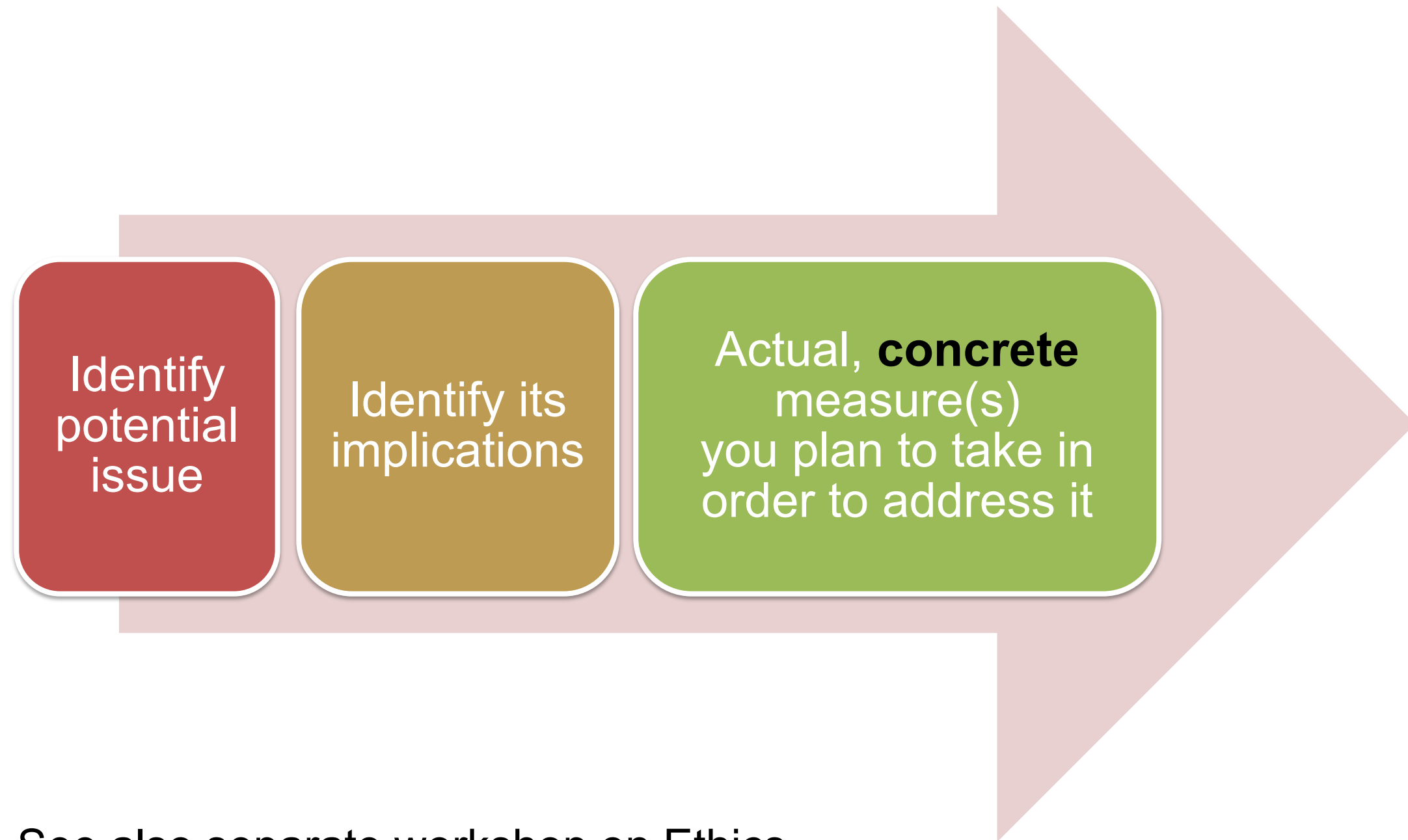
Key Ethical Issues...

Transparency:

- of research goals
- of how data is processed & represented



...How to deal with them



See also separate workshop on Ethics

Research Data Management Support

Workshops on Research Data Management (RDM) and Check of your Data Management Plan

- Practical issues: from planning your research, to collecting data, and making it available for reuse



Meet the



Introduction of the Teaching Information Point

ICT in Education: Lies Verberk-de Jonge, Joyce Hossu, Lauren Kasser

(Digital) assessment: Anne Abeling, Fleur Kremer

Educational design & didactics: Isa Claassens, Lieke Schoenmaker, Sven Vrins

Osiris: Marieke Hebinck

To start off...

Wooclap



1

Go to **wooclap.com**

2

Enter the event code in the top banner

Event code

ITCYMC



1

Send **@ITCYMC** to **0970 1420 2908**

2

You can participate

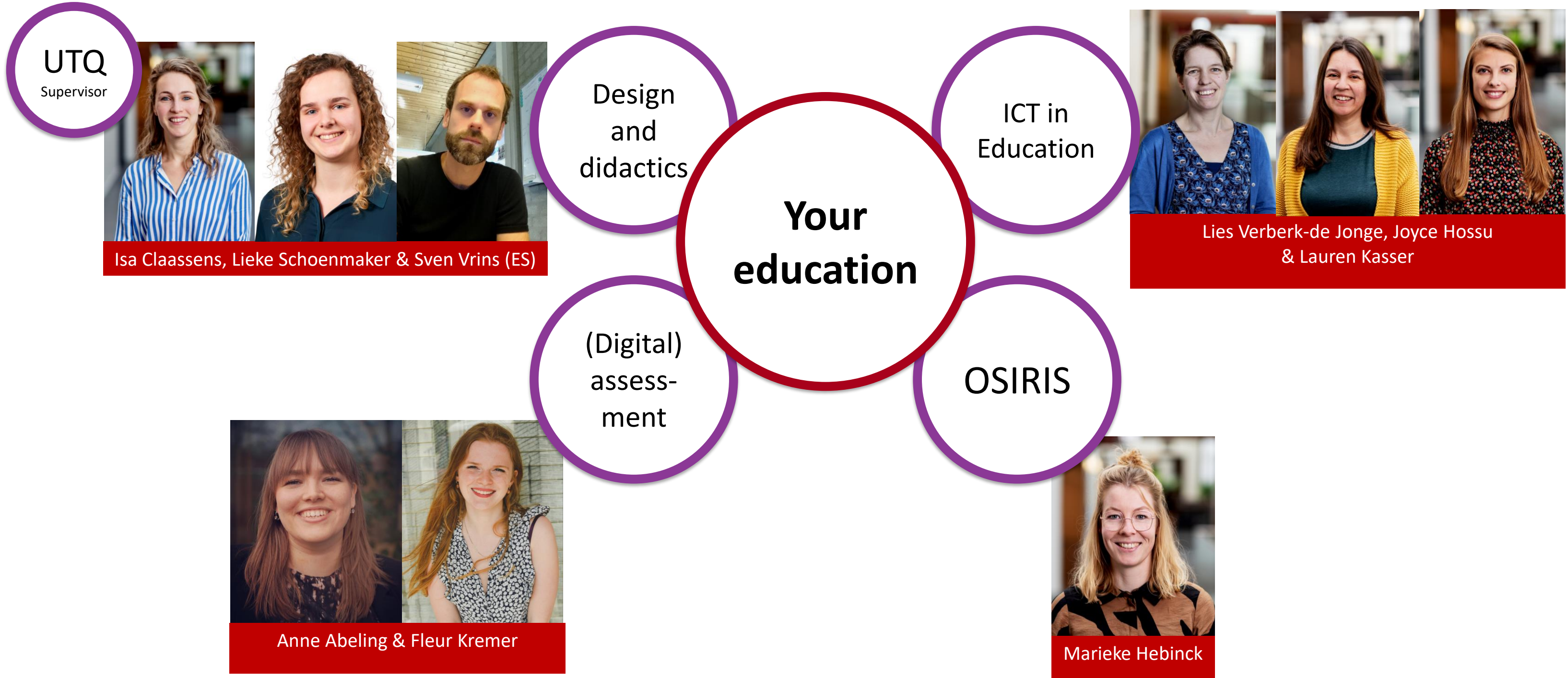
Our task

Supporting teachers in providing quality education

We provide advice and support for:

- Educational design and didactics
- ICT in education
- (Digital) assessments
- OSIRIS

Let's introduce the TIP



Design and didactics

Isa Claassens, Lieke Schoenmaker and Sven Vrans

Educational design

- How do I align my course optimally?
- How do I construct learning objectives?
- Is my assessment valid for measuring my learning objectives?
- How shall I develop my course next year based on course evaluations and my own experiences?

Didactics

- How do I start off a course? How do I get to know my students?
- How do I activate students?
- In what way should I integrate ICT tools in my teaching and why?
- How do I know how my students are experiencing my teaching?



ICT in education

Lies Verberk-de Jonge, Joyce Hossu and Lauren Kasser

- Which ICT tool can support or improve my teaching (e.g. Wooclap)? And how does this tool work?
- How do I use Brightspace Assignments?
- How can I use SOWISO for my education?
- How can I structure my course in Brightspace?
- How can I transfer grades from Cirrus/Brightspace to Osiris?
- How do I create restrictions for exams in Brightspace?



(Digital) assessment

Anne Abeling & Fleur Kremer

- What is a digital assessment?
- How do digital assessments work at Radboud University?
- Would a digital assessment be a good fit for my course?
- What are the possibilities of the testing software Cirrus?
- How do I construct a valid test/item?
- How should I interpret the data of the test?



OSIRIS

Marieke Hebinck

- Support and advice for course set-up in OSIRIS
- Questions about your course information in OSIRIS (visible in Course Catalogue)...



Broodje Onderwijs

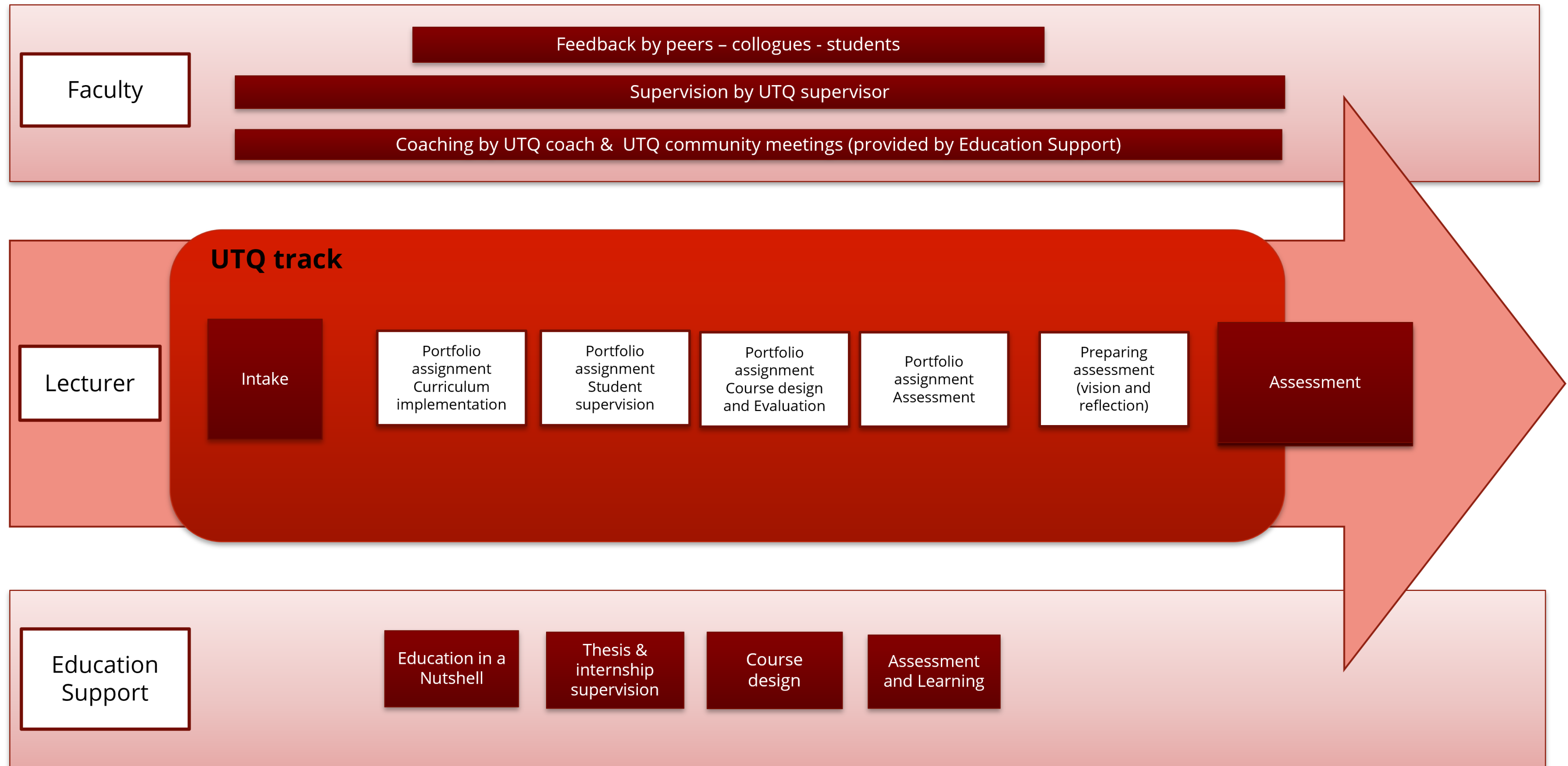
Dutch: radboudnet.nl/fm > Onderwijs > Broodje Onderwijs

English: radboudnet.nl/nsm > Education > Broodje Onderwijs

- Every third Tuesday or Thursday of the month 12.20-13.20h
- Enroll via Radboudnet



UTQ track



Any questions?

How to contact us

- General questions: tip-nsm@ru.nl
- Educational design and didactics: educationaladvice-nsm@ru.nl
- ICT in Education: icto@fm.ru.nl
- (Digital) assessments: digitalassessment-nsm@ru.nl
- OSIRIS: OSIRISsupport-nsm@ru.nl

Good to know

[Information for new staff members](#)

Courses

[Starting to teach](#)

[Education in a Nutshell](#)

[Online Basic Brightspace training](#)

[Training Thesis and Internship Supervision](#)

[Training educational videos](#)

[The teacher as coach](#)

[Assessment and learning](#)

Self study modules

[Peer feedback/Learning objectives/Blended Learning/Course design in Brightspace](#)

BKO / UTQ

[University Teaching Qualification \(UTQ\)](#)

Thank you!

Research Data Management

Francie Manhardt, data steward IMR (rdm@ru.nl)

Research data management

= organisation of research data, from the start of a project when data are collected through to the dissemination and archiving of valuable results

Why should you do it?

- It can protect your data and output
- It can save you hassle years later
- Support scientific integrity, discourage fake data
- Meet your university's, funder's and journal's requirements



IMR RDM policy



Data management plan: Writing a data management plan (DMP) is mandatory for all PhD candidates and externally-funded research projects and it is always advised for other research projects to do this as well.



Data protection: Necessary security and privacy measures for collecting and storing data should be taken.



Archiving: After the closure of a research project, all data generated at Radboud University should be archived at Radboud University for the long term for at least 10 years, including the documentation and metadata necessary for understanding the data.



Re-use: Where possible data should be made public at the moment of publication of the corresponding book or article at the latest.

<https://www.radboudnet.nl/nsm/research/research-data-management/policy/>

RDM & PhD dissertations



Implemented on 1 September 2021: PhD dissertations are evaluated on proper data management.



A data management description must be included in PhD dissertations that are based on research data.



This description should address the method of processing, storing, and provisioning of the research data.



Members of the manuscript committee should be given access to the data if required.

More info and sample sentences for the data management description can be found [here](#).

Data management plan

- helps you to anticipate to and organize all aspects of proper data management.

Goals:

- Thinking and deciding timely about RDM
- Make a dynamic document (mention date / version)
- To discuss & useful for monitoring progress of your research

Hora Finita:

- checkpoint at 10 months after the start of a PhD trajectory
- requires writing a DMP using the RIS DMP tool and requesting feedback
- data steward checks the DMP and approves checkpoint in Hora Finita
- Course participants that write their DMP and request feedback, fulfill this checkpoint automatically

Need help?

Do you want your DMP reviewed, or need help writing it?
Contact me at rdm@fm.ru.nl.

Workshops

PhD training on research data management and how to write a DMP

- How to plan your research?
- Collecting and storing data
- Open access & reusing data
- And much more!

➤ Relevant for all PhDs

When? 31 October & 7 November from 13:00 – 15:00. Registration via rdm@fm.ru.nl



Contact & more information

IMR data steward:

Francie Manhardt

Decentralised privacy officer:

Ellen Nieboer

NSM lawyer:

Mario van der Toorn

Central support:

Central RDM support desk

Central Privacy team

IMR intranet: www.radboudnet.nl/nsm/rdm

Central RDM website: www.ru.nl/rdm

Central privacy website:

<https://www.ru.nl/privacy/>

NSM Library Team

18-09-2023

WHO ARE WE?

- We are a support unit
- Support on:
 - Availability of / finding literature
 - (Systematic) literature reviews
 - Quantitative data retrieval, cleaning, merging etc.

(SYSTEMATIC) LITERATURE REVIEWS

- Workshops planned (2); register through our Workshops Calendar:
<https://libguides.ru.nl/BE/workshops>
 - November 14: Efficiently searching for literature reviews (save the date)
 - December 5: Systematic review as a research method
- Norma Fötsch & Marieke van der Eerden
- 2 hours long
- First one about your personal needs regarding literature reviews
- Second one about actually conducting the review
- LibGuide: <https://libguides.ru.nl/BE/literaturereview>
- Individual support: infofm@ubn.ru.nl

(QUANTITATIVE) DATA SUPPORT

- Me (Noah Grim): noah.grim@ru.nl
- Maarten Gubbels: maarten.gubbels@ru.nl
- Our main databases:
 - Refinitiv Workspace / Datastream
 - Compustat (via WRDS)
 - BoardEx (via WRDS)
 - Orbis (M&A / IP)

Support with retrieving, cleaning and merging data

LibGuide: <https://libguides.ru.nl/BE/data>

When contacting us, please always also use: datasupport-nsm@ubn.ru.nl

OPEN ACCESS

- Dini van Engelen: dini.vanengelen@ru.nl
- You can publish open access without paying an open access fee
 - In the so-called 'big deal journals' by publishers like Elsevier, Springer, Sage, Oxford, Cambridge and Emerald
 - It is important that the **corresponding author** uses their Radboud email address and works at a Dutch university at the moment of **acceptance** of the article
 - Reimbursement of the open access fee is possible for articles in 100% open access journals; NSM has a fund for this
- More information? Contact Dini!

WORKSHOPS AND RELATED SERVICES

- We also offer more workshops: <https://libguides.ru.nl/BE/workshops>
 - Data workshops
 - EndNote
 - Zotero
 - Atlas.ti

Our colleagues of the Central Library also offer support on Data Management: <https://www.ru.nl/rdm>

THANK YOU

- Questions?

Meet the PhD Council & The ins and outs of doing a PhD

18th of September 2023

INTRODUCTION PHD COUNCIL
HI! NICE TO MEET YOU

- Wouter van Zwol, PhD Candidate at *Business Administration* and PhD Council member
- The other members of the PhD council are:
 - **Gisela Otto** *Business Administration*
 - **Gijs Hablous** *Political Science*
 - **Daniel Waters** *Economics*
 - **Onno Giller** *Human Geography*

INTRODUCTION PHD COUNCIL

WHAT IS THE COUNCIL?

- A group of IMR PhD candidates **representing**... you!
 - At the Faculty Board
 - At the Doctoral School (we regularly meet with Daan van Bel and Kristina Lauche)
 - At the central level (PhD Organization Nijmegen – PON)
- And next to this representative task, we work on building and sustaining a lively and welcoming **PhD community** at the IMR

WHAT DO WE DO?

- Discussing policy issues that affect PhD candidates with the DS (and occasionally the Faculty Board)
- Being a low-threshold contact point for PhD candidates
- Organizing activities!

Drinks

PhD lunch seminars

Writing retreats

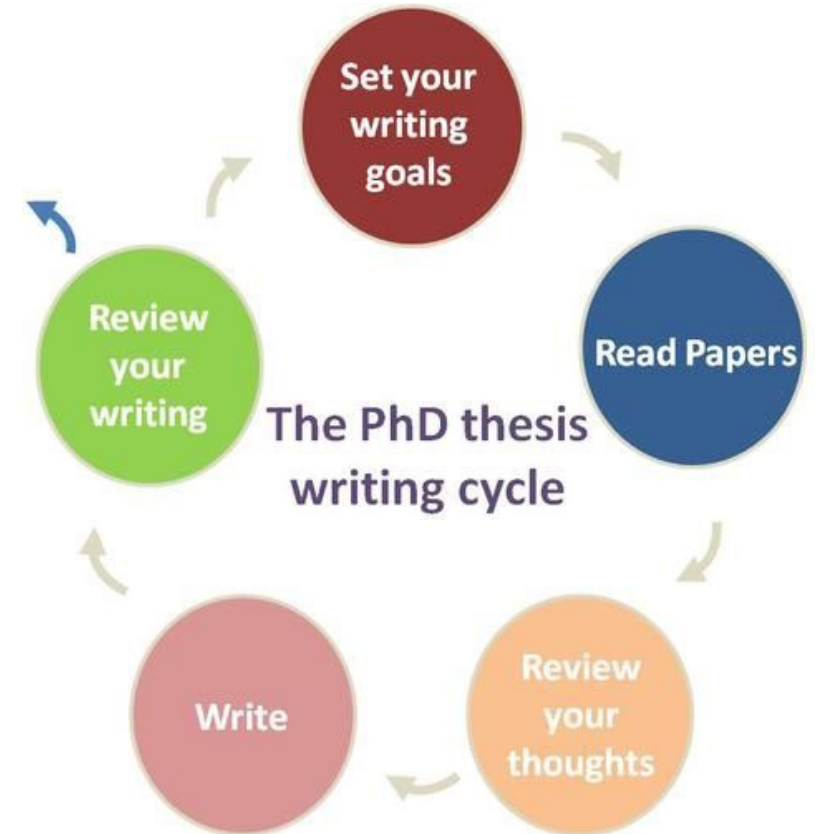
And much more...

WHAT IS DOING A PHD LIKE?

- No one can *really* tell you what it's all about. Every candidate, project, and supervisor is different.
- But there are similarities across projects and across candidates:
 1. Every PhD involves **academic writing**;
 2. Every PhD candidate has **supervisors**;
 3. Every PhD has certain **milestones**;
 4. And everyone sometimes needs a form of **support**.

ACADEMIC WRITING: THE PHD WRITING CYCLE

- Writing as a process consisting of steps (multiple versions, different kinds of output)
- Lonely, just sitting behind your desk waiting for inspiration?
- When are you 'done'?



ACADEMIC WRITING: WHEN ARE YOU DONE?

- There is no such thing as 'done'
- Still: you are 'done' with the PhD once you've finished all chapters/papers, are satisfied enough, and have defended your work successfully
- What 'done' means exactly in the context of chapters, papers, research proposals is a matter of negotiation with your supervisors





ACADEMIC WRITING: COURSES, RETREATS, AND COACHING

- Radboud Writing Lab: free individual coaching (www.ru.nl/writinglab)
- Writing retreats organized by us
- Courses offered at the Radboud University or elsewhere

THE CANDIDATE-SUPERVISOR RELATIONSHIP

MAINTAINING A GOOD RELATIONSHIP WITH SUPERVISOR(S)

- A good working relationship is key!
- Get to know yourself
- Communicate clearly and take control
- Seemingly unsolvable conflict? Reach out!
...to peers, to friends, and/or
contact a confidential advisor [here](#)

MARRIAGE vs. The Ph.D.		
		
	<u>Marriage</u>	<u>Ph.D.</u>
Typical Length:	7.5 years	7 years
Begins with:	A proposal	A thesis proposal
Culminates in a ceremony where you walk down an aisle dressed in a gown:	✓	✓
Usually entered into by:	Foolish young people in love	Foolish young people without a job
50% end in:	Bitter divorce	Bitter remorse
Involves exchange of:	Vows	Know-how
Until death do you part?	If you're lucky	If you're lazy

JORGE CHAM © 2010

WWW.PHDCOMICS.COM

IMPORTANT MILESTONES

KEY MILESTONES AND HOW TO USE THEM TO YOUR BENEFIT

- SAC proposal defense (9-12 months into your contract)
- Your first methods school (Summer or Winter)
- Your first academic conference
- The IMR Research Day

→ These milestones could be beneficial in many ways (offering external pressure/deadlines, providing chances to get feedback, networking)

SUPPORT

PLEASE REACH OUT!

- To peers
- To other colleagues
- To the [Radboud Writing Lab](#)
- To a [confidential advisor](#)
- To your supervisors
- To a campus psychologist (campuspsycholoog@ru.nl)

A general support page can be found [here](#)

Thank you for your attention!

Questions?

**Feel free to contact us on phdcouncil@fm.ru.nl
to share your concerns, provide input for events
or other matters!**