



**QUEEN'S
UNIVERSITY
BELFAST**

THE THOMAS
J MORAN
GRADUATE
SCHOOL

GRADUATE SCHOOL PROGRAMME

2024-25 Semester One



Join our postgraduate community at the Thomas J. Moran Graduate School to discover ways to enrich your experience at Queen's.

This 2024-25 programme has been designed by our team of expert consultants to provide you with the academic, employability and research skills necessary to reach your full potential.



GETTING STARTED

Visit [The Graduate School website](#) for the entire 2024-25 programme.

All events and training can be booked either on [MyFuture](#) or through the Training and Events page on the Graduate School website. Simply search 'GS' to access the full list on [MyFuture](#).

Follow our [Weekly Update page](#), to source job opportunities, community events and postgraduate news.

The Graduate School is your postgraduate hub, with facilities and services designed to support you. The building is open daily from 7.00am-11.00pm. Group study rooms can be booked via Queen's Online 48 hours ahead.

Follow us on Instagram, LinkedIn, Twitter and Facebook to stay up to date with Graduate School Community Events and all our academic programmes.

WELCOME

Dear Postgraduate Students,

I am delighted to welcome you to the Thomas J. Moran Graduate School as we embark on an exciting new academic year together. This school is dedicated to your success, and I hope you take full advantage of everything it has to offer as you pursue your postgraduate studies at Queen's University Belfast.



At the Graduate School, we pride ourselves on providing a state-of-the-art hub designed specifically to support and develop postgraduate students like you. With access to world-class study facilities and bespoke careers and employability guidance, we are here to help you excel both academically and in your future professional endeavours.

Beyond your academic journey, our vibrant community offers countless opportunities to build essential skills in communication, leadership, enterprise, and innovation. Whether you're aiming for a role in academia or preparing for the global workplace, we are committed to providing the tools, training and support needed to achieve your aspirations.

Equally important is your well-being, which is why we host a variety of social and community events to enrich your postgraduate experience. We believe that fostering connections with fellow students and staff is a key part of thriving during your time here. I encourage you to make the most of every opportunity available this year, and I look forward to seeing the remarkable things you will accomplish.

Best wishes,
Professor Colin McCoy
Dean of the Thomas J. Moran Graduate School

WELCOME AND INDUCTION

Join us at the Graduate School for some social events which are filled with networking opportunities to help you navigate your first weeks as a postgraduate student.

Coffee and Board Games at the Graduate School, 16 - 27 September

Tea, coffee and board games will be available in the Social Space on the first floor. Drop by in a group or on your own to connect with your peers and Graduate School staff, and test your skills at some traditional games.

Postgraduate Speed Networking, 18 September

Come along to this informal event and make connections with postgraduates from across the University.



Twilight Series: Donuts and Draw, 26 September

Unwind and get creative with your fellow postgraduates. Enjoy an evening filled with artistic expression, great company, and, of course, some delicious sweet treats! We'll provide all the art supplies, drinks, and snacks, so whether you come alone or with a friend, just bring your creativity and get involved.

Official Welcome and Taste of Belfast Festival, 3 October

We're excited to welcome new members of our postgraduate community to a special event designed to give you a true flavour of local culture and cuisine. Join us for a relaxed and fun evening featuring traditional Irish Bodhrán lessons, delicious complimentary Guinness stew, and even the chance to plant your own lucky shamrock!

PhD Wine and Cheese Evening, 11 October

This annual event gives you an opportunity to meet your postgraduate student community, and raise a toast to the academic year ahead.

The Big Graduate School Quiz, 17 October

Join us for the first Graduate School Quiz of the year, to test your general knowledge, network with your fellow students, and be in with a chance of winning some special wellbeing themed prizes.



PGT Induction, 4 October

If you are studying a Masters Degree, this online session will provide you with key information, guidance and support to help you make the most of your time as a postgraduate student. A canvas course will be available for you to access after the session, providing you with guidance and support.


PGR Induction, 31 October and 1 November

Our online and in-person Postgraduate Research inductions are designed to provide you with valuable insights into life as a PhD student at Queen's. These sessions provide a chance to ask questions, network with fellow PhD students, and gain a deeper understanding of the journey ahead. After the online induction, you will have access to a dedicated canvas course, offering additional guidance and support throughout your studies. We strongly encourage all students to attend both the online and in-person inductions for a comprehensive introduction to your PhD studies.



Graduate School Conference

Supporting postgraduate students on their
academic journey and beyond



25th October 2024 / 12pm - 4.30pm
The Thomas J Moran Graduate School

JOIN THE GRADUATE SCHOOL CONFERENCE

Join us on Friday, 25th October 2024, for an engaging and dynamic conference at the Graduate School.

This interdisciplinary event, centred on the theme of Generative Artificial Intelligence (AI), will bring together our internal staff, external experts, and showcase cutting-edge research from our talented PhD and Master's students.

Designed to provide valuable academic insights while fostering social connections, the conference offers an ideal platform for new and existing postgraduate students to network, exchange ideas, and deepen their knowledge in AI.

Mark your calendars—this is a day you won't want to miss!



ACADEMIC SKILLS

Our extensive range of free workshops offer support and guidance to help you achieve great results during your studies.

Academic Writing Series

Enhance your writing, critical thinking and research skills. Challenge yourself to take all ten masterclasses, or opt for those most relevant to you.

- Perform a literature search
- Read critically and take good notes
- Avoiding plagiarism
- The basics of academic writing
- Refining your writing style
- Writing abstracts and introductions
- Writing critical literature reviews
- Writing methods and results
- Writing critical discussions and conclusions
- Editing and proofreading your work



Postgraduate Productivity

These workshops and bootcamps have been designed to help you take control of your academic journey, and encourage a sustainable approach to productivity in your Masters or PhD.

Writing Retreats

Dedicate time to achieving your writing goals by attending one of our Writing Retreats, held throughout the year.

Optimise Your Writing

Develop practical strategies to maximise your productivity while improving your academic writing style.

Bootcamps

These reading, note-taking and writing bootcamps are designed to foster healthy study habits at each stage of your academic journey.

Managing Your Study Time

Effective time management is essential for productive studying, yet it remains a common challenge for many postgraduate students. This workshop is designed to help you manage the various demands of postgraduate study more efficiently.

Wake Up and Write

The 'Two Golden Hours' concept suggests that you can be more productive by setting aside a short period of time to devote solely to practical writing. These online sessions ask that you engage with this concept to increase the effectiveness of your academic writing.

PhD MOT

Empower yourself with the skills to navigate your PhD with purpose. This series offers you a structured pathway to optimise your doctoral journey. Divided into segments, these workshops are designed to establish foundational routines and maximise the impact of your research.

This series builds independence and accountability, and heightens your awareness of vital PhD milestones while working on your thesis.

Creating Healthy Study Habits

Developing healthy study habits is crucial when transitioning into PhD study. You will have the opportunity to explore strategies to help establish sustainable study routines and foster a positive relationship with your supervisor.

Expanding Your Research

Consider the avenues for finding your academic voice, learn effective ways to communicate your research and develop your personal writing style.

At the Finish Line

Navigate common challenges such as imposter syndrome, reflect on your PhD journey, and master the art of synthesising your thesis.



RESEARCH CULTURE

In pursuit of world-leading research, The Thomas J Moran Graduate School adopts a diverse, inclusive, supportive and collaborative culture.

In line with [Queen's Research Culture Action Plan](#), we offer postgraduates the opportunity to confidently deliver their own research stories, which ultimately contribute to creating new knowledge and genuine benefits for society.

Communicating With Impact

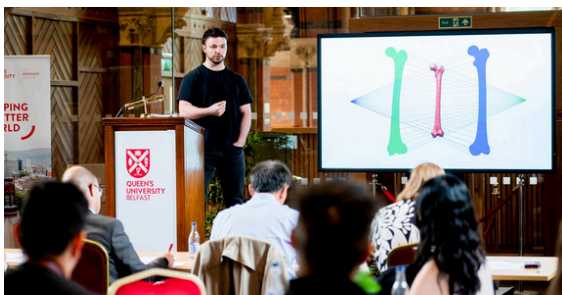
Unlock your potential to confidently discuss and diversify your research while building valuable connections. This series will help you to strengthen your skills in conveying complex ideas and elevate your professional presence.

- Identify, Apply and Prepare for Conferences
- Organise and Facilitate a Conference
- Networking and Collaborating in a Research Environment
- Design and Deliver an Academic Poster
- Presenting your Work at Conferences

Tell Your Research Story

Equip yourself with the skills to engage and captivate diverse audiences by telling your research story in creative and compelling ways. You'll learn to tell your research story:

- To Different Audiences
- Using LEGO®
- In the Vitae 3-Minute Thesis Competition



TRAINING AND PERSONAL DEVELOPMENT

In the modern working world, leadership extends beyond management roles, with every job in any industry requiring elements of initiative and influence. Through a variety of programmes, the Graduate School can help you discover the type of leader you are as you move forward in both your academic studies and your career.

Master Your Leadership

Working with an employer, take the opportunity to develop your skills in leadership and innovation. Build your confidence and enhance your communication and teamwork skills in becoming a dynamic leader in this five-day course.

Six Thinking Hats

Learn about Dr Edward De Bono's 'Six Thinking Hats' methodology. Learn how to manage meetings more effectively and develop your creativity skills.

This workshop, led by an accredited De Bono trainer, will help you apply lateral thinking techniques and become more productive in your time management. You will learn how to effectively lead meetings and develop your problem solving skills.

Peer Mentoring

Become part of the peer mentoring network by mentoring first years PhD students. This workshop will help you develop the skills to become an effective mentor.

Transition Skills

The Transition Skills series at the Graduate School provides vital tools and knowledge to support you throughout your PhD journey and into your research career. Workshops cover:

- Research Integrity
- How to Peer Review
- Writing Effective Funding Proposals
- Preparing for Differentiation and APR
- Preparing for the Viva

INTRODUCTION TO TEACHING

We are honoured to have received a QUB Teaching Award for our Introduction to Teaching programme in May 2024. This programme was developed to support new teaching assistants and lab demonstrators who lacked formal training and were looking to improve their teaching skills. It aims to elevate teaching practices among new and diverse higher education educators.

Featuring a flipped classroom approach, the programme combines self-directed learning via Canvas with dynamic in-person sessions, concluding in a peer reviewed micro-teaching exercise that allows participants to apply their knowledge from the programme.

Participants will gain an insight to various teaching methodologies, current learning challenges, curriculum design principles, and the role of assessment and feedback. This programme is a verified route for the Future Ready Award and will run in Semester Two.



CHARTERED MANAGEMENT INSTITUTE

The Graduate School, in partnership with the Chartered Management Institute (CMI), offers you a unique opportunity to gain a Level 7 Certificate in Strategic Management and Leadership Practice.

Enhance your employability opportunities and become an affiliate member of CMI with access to a library of online resources. CMI is the only chartered professional body in the field of management and leadership, and its qualifications are of the highest quality. The qualification requires you to complete two of the three CMI units offered at The Graduate School:

Strategic Leadership

This qualification helps you understand the complexities of leadership from an individual and organisational perspective.

Strategic Project Management

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

Entrepreneurial Practice

Work on a real life challenge, set by an external project host, to develop creative skills and the know-how to bring viable ventures to life.



CAREERS AND EMPLOYABILITY

We offer a range of employability programmes and workshops to help you manage your own career and become future ready.

Employability Programmes

Master Your Employability for Postgraduate Taught Students

During this employability programme, you will have the opportunity to enhance your employability skills. Learn about successful CV writing, utilising LinkedIn, strategies for answering competency-based questions, and practise your interview skills.

This is one of the combined route activities for the Future Ready Award.

Your PhD... What Next? for Postgraduate Research Students

Embarking on a PhD journey is just the beginning. To thrive in your chosen career path, it is vital to gain clarity on your goals and develop a strategic plan. During this four day programme, you will explore key aspects of career development and equip yourself with tools to navigate the job market, both within academia and beyond.

This is a verified route for the Future Ready Award.

Future Ready Award Information Session

The Future-Ready Award is an employability award that allows you to gain formal recognition and a certificate for the extracurricular experience you gain during your time at Queen's. This information session will cover how you can gain the award through the different routes during your time as a student.

- Future Ready Award Information Session for PGT Students (Master's and PG Diploma) 8 October
- Future Ready Award Information Session for PGR Students (PhD, MPhil) 18 October

Employability Workshops and Online Webinars

How to Write a Successful CV

Learn how to communicate your skills and experience effectively in a written format.

How to Write a Successful Competency Based Application Form

Discover a strategy to tackle these common questions on application forms.

CVs and Cover Letters for Academic Jobs

Explore the various components of an academic CV and learn how to write a winning cover letter that will set you apart when applying for academic jobs.

How to Tailor Your CV for Non-Academic Jobs

Make a good impact with your CV when applying for jobs outside academia.

How to Start Your LinkedIn Profile

Use LinkedIn to network with professionals and alumni.

How to Prepare for a Job Interview

Learn what to consider before interviews and how to make a good impression.

Develop Your Interview Skills in a Group Setting

Practise your interview skills for jobs with peers in a group setting.

5 Tips for a Stand-out Job Presentation

Discover tips for preparing an effective presentation for a job interview and get a chance to practise.

How to network at Recruitment Fairs

Gain insight into what to expect and how to prepare for a recruitment fair.

Where and When to Start Job Searching

Discover the different stages of the recruitment process in the UK and when to start job searching.

How to market your skills as a researcher

Learn how to present your skills and experience effectively to a range of employers.

ENTERPRISE AND INNOVATION

The Thomas J. Moran Graduate School offers a range of innovative programmes, workshops and conversations to help you develop and harness your creative problem-solving skills, as well as taking ideas from concept to the next stage.

These events are hosted by a blend of the Graduate School staff and special guests - each with the knowledge and experience necessary to utilise creative thinking to bring your career to the next level, in academia and beyond.

Keep an eye on the [Graduate School Events Page](#) and social media channels to discover these events throughout the year.



COMMUNITY AND WELLBEING

As well as providing you with academic and employment workshops and courses, our 2024-25 programme is designed to showcase a number of cultural and community events which are hosted at The Graduate School so you can connect with your fellow students.

Couch to 5K/Walk and Talk, Tuesdays, starting September 2024

A fantastic opportunity to meet fellow students while boosting your physical fitness. The program is designed to gradually build your stamina over 10 weeks, with the ultimate goal of running a 5k by the end. For those who prefer a slower pace, you're welcome to join the team and fellow students for a 5k walk instead.

Rejuvenation Yoga

Each month, a qualified yoga therapist will lead a rejuvenation session for the postgraduate community, where you'll learn breathing practices, meditation tips and different poses.

Wellbeing Wednesday

A weekly opportunity to step away from your laptop, grab a free cup of coffee or tea, and catch up with your fellow postgraduates in the social space.



1-2-1 CONSULTATIONS

The Graduate School team provides a series of events, workshops and activities throughout the year.

However, if you feel you require more personalised support, our consultants are available for 1-2-1 appointments.

These consultations may be suitable if you would like tailored advice and guidance on your **career development**, for example feedback on your CV or support with career planning; or **academic advice**, for example academic writing, or support preparing for Differentiation, Annual Progress Review and the Viva. You can book these consultations via MyFuture.



“[the consultant] listened to the challenges I have concerning academic writing and shared learning resources that would help me through this process. They also encouraged me to reach out for further advice and support.”

To find out more about our team of consultants who are available for personal consultations, visit [the Graduate School website](#).

Follow us on social media to stay up to date
with events and news.

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