Catalogue of RSO Workshops

**Title:** Why do they make us do it?

**Description:** This information session introduces staff to the services of the Research Services Office, and outlines support available for academic staff to facilitate their research endeavours. This session is useful for new staff – both academic and professional – who are not familiar with the range of services available, as well as established staff who may not be aware of new developments in the RSO.

**Participation:** 1.5 hours; minimum of 10 participants; suitable for academic and professional staff

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**Title:** The stuff that goes wrong with grants: the what, how, when, and how to deal with it

**Description:** Research grants can bring their fair share of headaches. This session is a constructive ‘share-all’ about the notable setbacks, challenges (and disasters!) academic staff have experienced, how they've solved it, and what questions remain or lessons have been learned. This is intended as a peer-mentoring workshop based on storytelling. We’ll then establish common concerns/issues and consider effective ways of dealing with or preventing these.

**Participation:** 2 hours; minimum of 10 participants; suitable for academic staff who currently have, or are about to seek, research funding

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**Title:** Who would fund this? (brainstorm & RP-exploration session)

**Overview:** It can sometimes be difficult to think of how your research would be relevant or apply to the priority-areas of a variety of funding bodies, but for someone outside your area, the answer/avenue can often be obvious. This session aims to identify funding opportunities (and come up with proposal ‘angles’) for research ideas (or areas of expertise) among participants.

**Participation:** 2 hours; minimum of 10 participants; suitable for academic staff who already have a reasonable track record in publications as well as professional staff who hold research support positions
**Title: Bring out your dead: recycling rejected grant applications**

**Description:** Nearly all academics have had a grant proposal rejected at one time or another. Rather than consign it to the bin, in this session we’ll be dusting off these ‘dead’ proposals and bringing them back to life. In this hands-on session we’ll help participants explore current & relevant grant opportunities (RP stations) as well as provide substantive feedback on improving on the last proposal.

**Participation:** 4 hours; minimum of 6 and maximum of 12 participants with a rejected grant application (and the rejection-feedback) submitted prior to workshop

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**Title: Money: prelude to epilogue**

**Description:** This session deals with all things related to budget management, from building a budget for your research project to receiving your funding and managing it until the time you have to settle your accounts and close your project. We will also cover policies and procedures that you need to keep in mind while you go through the cycle.

**Participation:** 3 hours; minimum of 10 participants; suitable for academics with some grant experience and those planning to apply for funding, as well as professional staff

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**Title: Focused match-making: 2-3 funders with 6-12 selected academics**

**Overview:** This session aims to provide a select number of academics an overview of the research / applied research vision and goals from specific funders. Participating academics will have an opportunity to discuss possible ideas/projects with the industry representative to pursue together. RiB and RSO staff will be in attendance to support this process. This workshop entails a significant time commitment, as it involves pre-session work and other exercises.

**Participation:** 4 hours; 6-12 research-active academic staff (selected by Faculty) and aligned with industry representative field of interest. Particularly suitable for academics seeking category 3 income.

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**Title: Research grants development workshop**

**Description:** This hands-on program provides information on how grants are funded and the tools for preparing a grant application. Some exercises are group-based activities, others involve out of session individual written work. The sessions will provide an overview of funding sources, guidance on the work involved in preparing a grant application, and instruction on the stylistics of grant writing. This workshop entails a significant time commitment, as it involves pre-session work, as well as various exercises outside of workshop hours.

**Participation:** 2 half days; minimum of 8, maximum 12 research-active academic staff (as evidenced by publications) selected by Faculty. Particularly suitable for early career academics.
Title: Planning and managing research projects

Description: This session is designed to introduce researchers to the administrative and financial aspects of planning and managing a research project within the academic environment. We showcase tools and techniques to help you prepare and carry through projects whether working on independent research programmes funded by research councils/charities, or working in collaborative projects funded by industry. Techniques of project planning, scheduling and risk assessment, common pitfalls and problems will be discussed along with ideas for staying ahead of the game. Participants also get the opportunity to meet and learn from people who have taken on new roles in managing research projects. Identify the basic principles and techniques of project management. This will also cover the roles and responsibilities of various members of the team that go to make for an outstanding team and a successful project.

Participation: 3 hours; minimum of 12 participants; suitable for academic staff and professional staff with research-related responsibilities

Title: The holy grail: Australian Research Council funding

Description: The quest of all researchers is to be successful in securing Category 1 research income. Given the high level of competition and the enormous amount of time required to prepare a proposal, it is important that researchers are fully informed of the various criteria of funding schemes and aware of what it means to be competitive. This informative session elucidates on aspects of different types of funding schemes, their objectives, and foci from the ARC’s point of view, as well as scheme statistics.

Participation: 2 hours; minimum of 12 participants; suitable for academic staff with strong track records

Title: Developing as an academic: the research income landscape

Description: Are you thinking of seeking external funding for your research project? Are you curious why such a big deal is made about University research income? This interactive workshop will unravel some of the mysteries of the research income landscape. It will provide an overview of different categories of research income and what each means for you and the University, and suggest means by you can best position yourself to attract research income.

Participation: 2 hours; minimum of 12 participants; suitable for academic staff and professional staff with research-related responsibilities

Title: Contract law for research contracts

Description: This session will provide guidance on common research contracts and outline key considerations that are part of contract review, including risk, intellectual property, enforceability and contractual obligations. By being taken through a sample research contract, participants will gain familiarity with key features and the negotiation process.

Participation: 2 hours; minimum of 12 participants; suitable for academic staff and professional staff with research-related responsibilities
Title: *When is a book a book?: knowing when your research outputs count*

**Description:** As part of government compliance reporting, universities are required to report on research outputs produced by their staff, with submission data having implications for block funding which the university receives from the Government. With the introduction of the ERA initiative in 2010 in addition to the annual HERDC collection exercise, the scope of reportable items has now been broadened. This has caused some confusion, as items which may be reported as part of one initiative may not necessarily be included in the other. The focus of this seminar is to: 1) explain the two data collection exercises, ERA and HERDC, and identify the key differences between them; 2) discuss what is meant by “research”, as per the DIISRTE definition; and 3) outline the reportable items, with special attention to the categories of research outputs.

**Participation:** 2 hours; minimum of 12 participants; suitable for academic staff and professional staff with research-related responsibilities

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Title: *The human research ethics application process*

**Description:** Any research involving the use of human participants requires ethics approval before the project can commence. This workshop will explain the process for ethics approval and provide useful information in relation to human ethics legislation and guidelines.

**Participation:** 1.5 hours; minimum of 12 participants; suitable for a HDR students and academic staff

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Title: *The animal research ethics application process*

**Description:** This workshop has been designed to assist students and staff in becoming familiar with the new animal ethics application process, animal ethics legislation and a variety of codes of practice.

**Participation:** 1.5 hours; minimum of 6 participants; suitable for HDR students and academic staff

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Title: *Shakespeare in 25 words or less: an introduction on how to engage with social media*

**Description:** This personalised forum provides instruction on how academics can use Twitter, LinkedIn and other social sites to promote their work and make new connections.

**Participation:** 1.5 hours; minimum of 6 participants; suitable for HDR students and academic staff