

What is Inkpath?

[Inkpath](#) is a lifelong skills and career development platform that helps you track your progress in core skill areas and find training opportunities related to these skills. This platform is available to all UC HDR candidates from 2021 and stays with you long after you graduate from UC.

UC Researcher Development (ReD) have partnered with Inkpath to provide HDR candidates a platform to track, monitor, and identify areas requiring development based on the [Researcher Development Skills Framework](#). You can also add custom skill areas relevant to you to your Inkpath profile.

UC HDR candidates and staff will also be able to register for upcoming activities (e.g. workshops, events, and training) provided by UC ReD, UC faculty areas, and external opportunities from partner organisations via Inkpath. Attended events marked 'complete' in Inkpath will be added to your skills and career development profile along with other custom training opportunities you embark on.

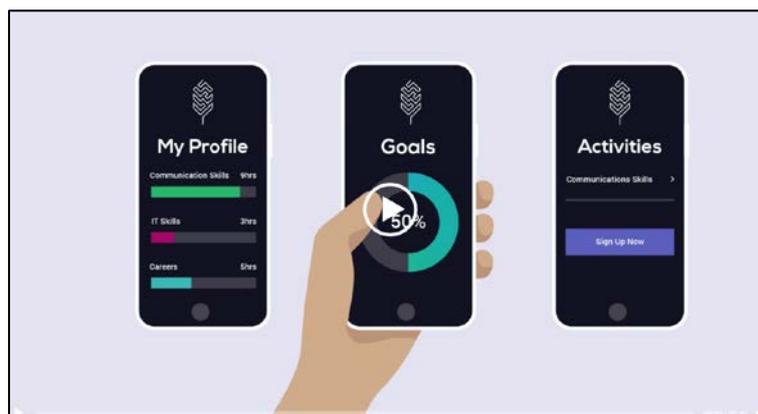
For more information, check out the Inkpath website and their FAQs:

<https://www.inkpath.co.uk/for-students-and-researchers/>

Benefits for HDR candidates

All UC HDR candidates enrolled in Doctor or Philosophy (PhD or PhD Plus), Professional Doctorate, or Masters by Research will have access to their own personal Inkpath profile to track skills and career development activities and identify areas in need of further training. You can then search for upcoming activities provided by UC and partner organisations relating to a particular skill area of interest in the Inkpath Activities tab.

Check out Sam's journey video for more benefits: <https://www.inkpath.co.uk/for-students-and-researchers/#video-sams-journey>



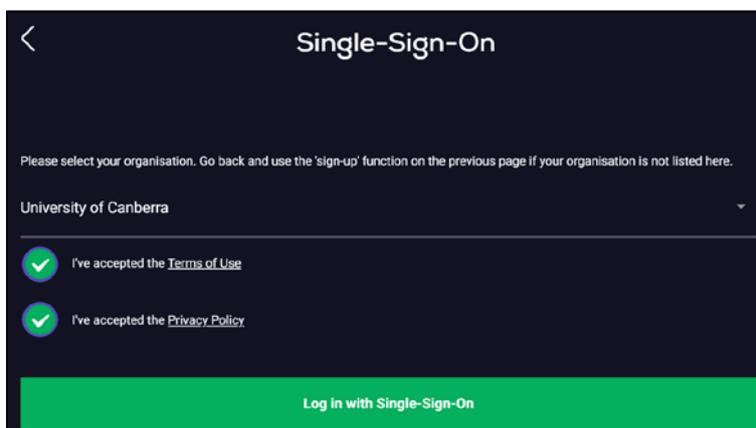
Read the Inkpath Insights on **The value of building a training portfolio**:

<https://www.inkpath.co.uk/inkpath-insights-the-value-of-building-a-training-portfolio>

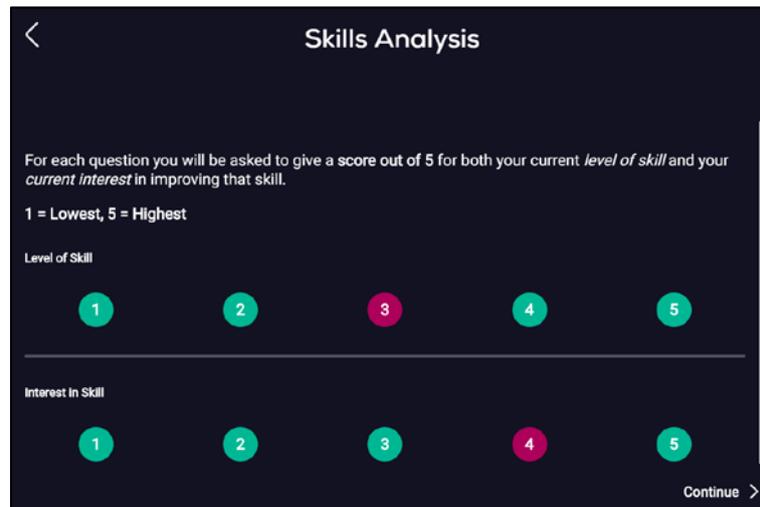


Getting started with Inkpath / Activating my Inkpath account

1. Inkpath is available on several platforms:
 - a. Access it via the [desktop web app](#).
 - b. Download it from [Google Play](#).
 - c. Download it from [Apple Store](#).
2. Logging in for the first time with Single-sign-on
 - a. Go to the Inkpath web app or open the Inkpath app on your mobile
 - b. Click **User login** or **Login** in the mobile app.
 - c. Choose your organisation: Select University of Canberra.
 - d. Familiarise yourself with the [Privacy Policy](#) and [Terms of Use](#) before accepting it.
 - e. Click **Log in with Single Sign-on**.
 - f. You will be directed to the UC login portal.
 - If you are a UC HDR candidate, please login using your **UC student email** address (uXXXXXX@uni.canberra.edu.au).
 - For UC staff, please login using your **UC staff email** address (FirstName.Surname@canberra.edu.au).
 - If you are neither a UC student nor UC staff but have permission to attend UC-related events, please email ResearcherDevelopment@canberra.edu.au for activity bookings.



On your first login you will be prompted to enter your profile details to set up your Inkpath account and complete a **Skills Analysis Questionnaire**. The **Skills Analysis Questionnaire** will ask you a series of skills-based questions to assess your *level of skill* and *interest in improving the skill*.

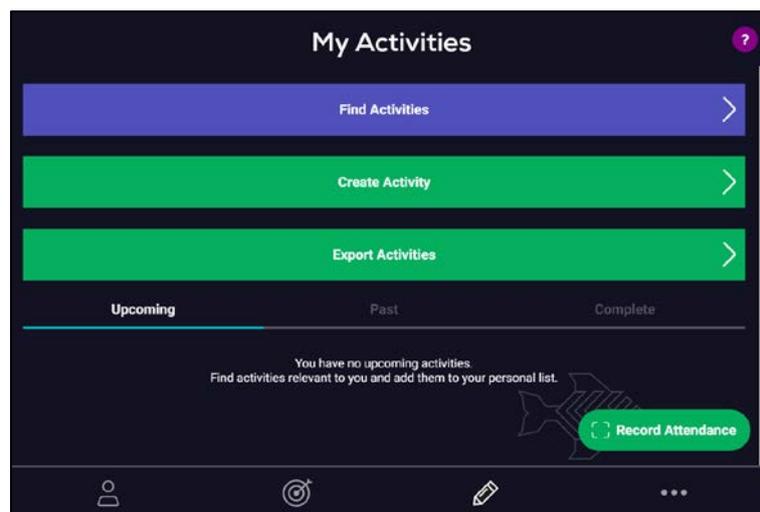


The screenshot shows a mobile application screen titled "Skills Analysis". At the top left is a back arrow icon. The title "Skills Analysis" is centered at the top. Below the title, there is a paragraph of text: "For each question you will be asked to give a score out of 5 for both your current *level of skill* and your *current interest* in improving that skill." Below this text, it says "1 = Lowest, 5 = Highest". There are two sections: "Level of Skill" and "Interest In Skill". Each section has five circular buttons labeled 1 through 5. In the "Level of Skill" section, button 3 is highlighted in pink, while others are green. In the "Interest In Skill" section, button 4 is highlighted in pink, while others are green. At the bottom right, there is a "Continue >" button.

3. Customise and build your profile

The **Skills Analysis Questionnaire** will help you determine areas you are interested in and wish to improve. You can then search for upcoming activities in related skill areas. Every completed activity will be recorded and tracked on your **skills profile**.

- a. Search for upcoming activities.
- b. **Add** activities of interest to your Watch List and **Book** activities you want to attend to confirm your place.
- c. Add custom activities and the related **Skills Code** to track your skills development progress.
- d. Create Goals (consisting of multiple linked Activities) for yourself to complete.

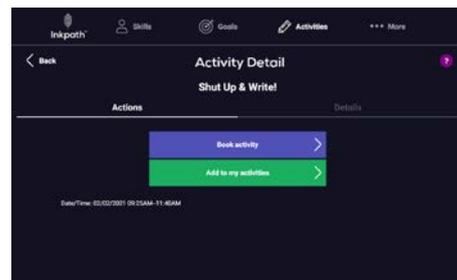
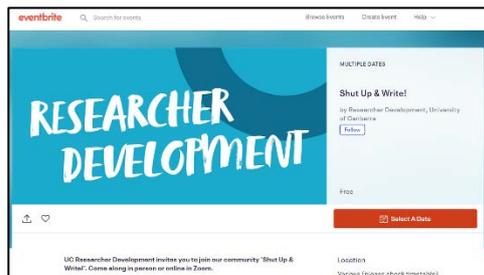


The screenshot shows a mobile application screen titled "My Activities". At the top right is a question mark icon. Below the title, there are three horizontal buttons: "Find Activities" (blue), "Create Activity" (green), and "Export Activities" (green). Below these buttons are three tabs: "Upcoming", "Past", and "Complete". The "Upcoming" tab is selected. Below the tabs, there is a message: "You have no upcoming activities. Find activities relevant to you and add them to your personal list." At the bottom right, there is a "Record Attendance" button with a checkmark icon. At the bottom of the screen, there is a navigation bar with icons for a person, a target, a pencil, and a menu.

UC Researcher Development workshops and events via Inkpath

UC ReD will transition to Inkpath for the advertisement and registration of upcoming events as of 2021. HDR candidates and staff who have been participating in UC ReD events before this date will be familiar with the registration process via Eventbrite. Inkpath will replace the Eventbrite registration process where appropriate, with some event registrations through external booking sites. These can all be accessed through Inkpath.

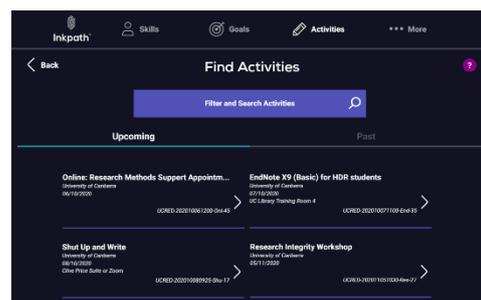
Because you'll be registering for events through a UC profile, you won't have to re-enter all of your contact and faculty details for each event.



UC ReD events can be browsed online via the UC website ReD events calendar or in the Inkpath app. Registration links will either take you to the Inkpath platform where you can **Add the Activity** to your profile and/or **book the activity** or book through an external website.



Update with new RSS feed



Adding an Activity

Adding an event to your Activities list only puts the event on your watchlist. For events that require booking, there will be two options: 'Book the activity' and 'Add to my activities'. Booking an activity secures your place in the event and automatically adds it to your Activity list, however, 'Add to my activities' does NOT book you into the event and you will not have officially secured your place in the

event. It is important you click “Book activity” as a default if available. You can always cancel your attendance up to 24 hours prior to the event start date.

Booking an activity – why is this important?

Booking an activity secures your place and adds you to the attendance list. This is particularly important if there is a limited capacity. Any additional information required from participants will also be collected during the booking process.

By booking into an activity you will receive further details about where (location) and when the activity will take place, including webinar links and passwords for online events. Workshop handouts and pre-readings will also be sent to those who book.

You will also receive correspondence from the event organisers such as reminders, updates, and changes to the event.

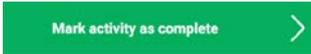
Event registration automatically adds the event to your profile. You have to successfully complete the activity and mark it as “Complete” in your profile for it to contribute to your skills tracker.

How to mark an activity complete (QR code)

During the event, a QR code will be displayed for all attending participants. You (the participant) need to either scan the QR matrix barcode or note down the alphanumeric QR code where it can be entered into the “Attendance Code” section when **marking an activity complete** or **recording attendance**. This process verifies your attendance. All verified attendances will be recorded in your RGrad profile as attended whereas event completions missing the verification code will be recorded in your RGrad profile as not attended.

1. Attend event
2. QR code is displayed during event
3. Scan or record the QR code

4. Navigate to the corresponding activity/event and click



or go to Inkpath Activities page and click



on bottom right of the screen

5. Enter the QR code from the event
6. Fill out feedback rating and any notes about the event (these will be anonymous)
7. Complete/Submit

Skills Tracker

The in-built skills on your profile relate to the [UC ReD Skills Framework](#).

You can also add your own custom skills by clicking ‘**Create Activity**’ on your Activities page.

Lifelong access

Your Inkpath profile is not tied to the University of Canberra which means all HDR candidates will have lifelong access to Inkpath (i.e. even after you graduate).

FAQs

Do I have to use Inkpath?

- Inkpath offers a lifelong skills and career development tracker for you to take with you into your future career. How much you invest in keeping your profile updated is up to you. You will, however, be required to use Inkpath to book and secure your place in UC ReD and faculty events.

How do I access Inkpath (web/app)?

- a. Access it via the [desktop web app](#).
- b. Download it from [Google Play](#).
- c. Download it from [Apple Store](#).

I am halfway through my PhD/Masters by Research candidature, do I need Inkpath?

- All current PhD/Masters by Research candidates as of January 2021 will have access to Inkpath. Inkpath offers a lifelong skills and career development tracker for you to use and take with you into your future career. How much you invest in keeping your profile updated is up to you. You will, however, be required to use Inkpath to book (and secure your place) in UC ReD and faculty events.

I have already submitted or graduated, do I still have access to Inkpath?

- If you still have access to your UC student account, you will have access to Inkpath. Activate your Inkpath login using the “Log in with Single Sign-on” option.
- UC students who graduated prior to 2020 will not have access to Inkpath.

I am an undergraduate student, can I have access to Inkpath?

- Inkpath is only available for HDR candidates (those enrolled in a PhD, Professional Doctorate, or Masters by Research).

Why isn't my single-sign-on working?

- If you are a HDR candidate, log in with Single Sign-on and enter your student credentials (uXXXXXX)
- If you are NOT a current UC HDR candidate but are a professional staff or UC research academic, sign in using your UC staff credentials (sXXXXXX).
- If you graduated before 2020, you will not be eligible for an account.
- If your UC staff account has expired, you will no longer have access to Inkpath.
- You *must* use a UC affiliated email address (personal emails won't work)

Why can't I login to Inkpath?

- Make sure you click on the 'Single-sign-on' option when first registering.
- If you have an active enrolment in a PhD, Professional Doctorate, or Masters by Research course at UC, please use your student account (uXXXXXX)
- You *must* use a UC affiliated email address (personal emails won't work)

I am both a UC HDR student and staff member, which account do I use?

- If you have an active enrolment in a PhD, Professional Doctorate, or Masters by Research course at UC, please use your student account (uXXXXXX)

Will this cost me anything?

- Inkpath is paid for and managed by UC and is completely free for UC HR candidates and UC staff!

What does lifelong access mean?

- Your Inkpath profile is not tied to the University of Canberra which means all HDR candidates who were actively enrolled in an HDR from 2020 will have access to Inkpath for life (i.e. even after you graduate and leave UC).
- You will not, however, have access to UC events on the activities page after graduation.

Who owns my data (data privacy)?

- By accepting the Inkpath Privacy Policy, you also agree to share some of your data with UC. This data will be used to help improve the delivery of UC researcher development workshops and training as well as provide information to help Inkpath develop their platform.
- Please see Inkpath's [Privacy Policy](#) for more information.

https://www.app.inkpath.co.uk/law-doc/privacy_policy

Who has access to my Inkpath profile?

- By using Inkpath platform you agree to their [Terms of Use](#) and [privacy policy and cookie policy](#). For general use, only you will have access to your profile and personalised skill tracker where you can add, delete, and manage your skills profile. UC administrators will be able to view your attendance record for Goals and Activities. For more information about how we might otherwise share your personal information and who we share it with, please see the Privacy Policy [here](#).

Where can I find more information about Inkpath?

- Visit the Inkpath website to read more about the benefits, induction videos, and other FAQs: <https://www.inkpath.co.uk>