



The Faculty of Graduate Studies and Research is hosting a series of Professional Development sessions for graduate students, postdoctoral fellows, and the campus community at large.

Please [RSVP](#) for each session you plan to attend. All sessions are free.

Note: Two sessions may be used towards the Ethics Credit. Some sessions may be used towards the Professional Development (PD) Requirement. All ethics and professional development sessions or activities must be approved by your department.

Learn more about the [Professional Development Requirement](#)

Learn more about the [Graduate Teaching and Learning Program](#)

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Wednesday, May 3, 2017

Session 1: Copyright and Graduate Studies (Ethics or PD Credit)

Date: Wednesday, May 3, 2017

Time: 12:00 p.m. - 1:30 p.m.

Room: CCIS L2 190

We will discuss copyright in terms of being a creator and owner of copyrighted materials as well as being a user of copyrighted materials in your dissertation and other publications or in a class setting. Why attend: it is a great opportunity to understand the ethical issues that can arise around copyrighted materials in your research and teaching.

Presenter: Amanda Wakaruk, Copyright Librarian, Copyright Office - Learning Services, University of Alberta.

Session 2: Research Administration (RAD) 101 for Graduate Students and Postdocs (PD Credit)

Date: Wednesday, May 3, 2017

Time: 1:40 p.m. - 2:40 p.m.

Room: CCIS L2 190

Operating a lab or research group requires that you have some basic understanding of how funding moves through the university channels. This is something that few graduate students and postdocs get exposed to, but overnight can find themselves having to navigate a whole new world. This session is intended to give you some idea of how research grants are managed, some common errors that new researchers make when setting up their research programs, how do you know how much money is in your account, who sets up research contracts, and other general practices that you may want to be aware of when you need to manage your first research grant.

Presenter: Julie Stephens, Assistant Director Natural and Social Sciences Team, Research Services Office.

Session 3: Putting your Research Data in a Poster Presentation

Date: Wednesday, May 3, 2017

Time: 2:50 p.m. - 3:50 p.m.

Room: CCIS L2 190

Research posters are an effective way of presenting your research results at professional conferences. The design and layout of your research poster can either attract viewers to know more about your results or discourage them from trying to understand your work. Come and listen to helpful tips on how to effectively present your research results in a poster.

Presenter: Renee Polziehn, PhD, Director, Professional Development and Outreach, Faculty of Graduate Studies and Research.

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Thursday, May 4, 2017

Session 4: Teaching and Researching at Other Post-Secondary Institutions (PD Credit)

Date: Thursday, May 4, 2017

Time: 1:30 p.m. - 2:50 p.m.

Room: ECHA 1 190

Have you considered or wanted to know more about teaching and research possibilities in Edmonton institutions other than the University of Alberta (Grant MacEwan University, Concordia University College, and NAIT)? Now is your chance to hear guest speakers from these various institutions talk about their academic and professional journeys. The speakers will share useful insights and tips for graduate students interested in these endeavors.

Presenters: Andreas J. Guelzow, Professor, Department of Mathematics and Computing Sciences at Concordia University College of Alberta; Kevin Friesen, Assistant Professor in the Department of Biological Sciences at MacEwan University; Randy Dreger: Associate Chair – Personal Fitness Trainer Program at NAIT

Friday, May 5, 2017

Session 5: Getting Published in the Social Sciences and Humanities

Date: Friday, May 5, 2017

Time: 12:30 p.m. - 2:00 p.m.

Room: CCIS L2 190

You finally have an article or your dissertation ready for publication; what are the next steps? How successful will you be? Come to this session to learn more about scholarly publishing in the Social Sciences and Humanities, along with do's and don'ts for a successful submission.

Presenters: Beverly Lemire, Professor and Henry Marshall Tory Chair, Department of History and Classics; Chris Reyns, Associate Professor, Department of Modern Languages and Cultural Studies; Leila Ranta, Associate Professor, Department of Educational Psychology; Michael O'Driscoll, Professor, Department of English and Film Studies.

Session 6: Getting Your First Paper Published in the Sciences and Engineering

Date: Friday, May 5, 2017

Time: 12:30 p.m. - 2:00 p.m.

Room: CCIS L2-200

Getting your first paper published is an important milestone during the course of your graduate studies. Different views exist as to when the first paper should be published and what type of paper should it be. In this session the speaker will share with you his valued experience and provide tips that will guide you to accomplish this important milestone. Why attend: It's a great opportunity to listen to the speaker's valued experience as a professor and editor of prestigious journals.

Presenter: Alex Clark, Professor and Associate Dean (Research), Faculty of Nursing.

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Monday, May 8, 2017

Session 7: Managing Your Time and Energy (PD Credit)

Date: Monday, May 8, 2017
 Time: 11:30 a.m. - 12:30 p.m.
 Room: CCIS 1 140

Time is a precious resource. The phrase “time = money” is certainly true in a business setting. Individuals require balance in their work lives so that they can meet both their job requirements and personal needs. Is it possible to manage time at work to be both satisfied and successful? Come explore answers to this question.

Presenter: Cecile Schultz, EFAP (Homewood Health), Chartered Mediator who presents on numerous topics from conflict resolution to teambuilding for many stakeholders in Alberta.

Session 8: How Do I Manage Graduate School and Life with Kids?

Date: Monday, May 8, 2017
 Time: 12:40 p.m. - 2:00 p.m.
 Room: CCIS 1 140

Completing a graduate program is challenging at its best, and adding a family into the mix can create different challenges and advantages. Find out how our panel has adjusted to meeting demands from both family and program, what are things you need to consider if you are planning on starting a family during your program, and where you can turn to for support.

Presenters: Andreea Mohora, PhD student, Faculty of Nursing; Arpita Mukherjee, PhD Student, Department of Sociology; Jennifer Braun, PhD student, Department of Sociology; Lawrence Muganga, PhD student, Department of Educational Policy Studies.

Session 9: How Do I Manage My Qualitative Research Data?

Date: Monday, May 8, 2017
 Time: 2:10 p.m. - 3:30 p.m.
 Room: CCIS 1 140

This session will focus upon the management of qualitative research data across their lifecycle - from collection of data, through their processing, analysis, dissemination, archival and, potentially, their repurposing. Specific focus on audio and video data that are collected during observations, interviews and focus groups will be given. Drawing upon actual case studies, this overview shows how general data management planning and best practices can be incorporated into and support your research, provides applied instruction and resources regarding such things as project folders structures, file naming conventions, file formats and version control, security (data handling) and confidentiality, data processing, and metadata documentation. Attendees will be provided with take away resources that they can use to help support their own qualitative research.

Presenter: James Doiron, Research Data Management Services Coordinator, U of A Libraries.

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Tuesday, May 9, 2017

Session 10: Preparing for your Candidacy

Date: Tuesday, May 9, 2017

Time: 12:00 p.m. - 1:20 p.m.

Room: ***New Room CCIS 1-440**

The candidacy exam is a major milestone in the PhD program, which requires time and effort to fully prepare. By seeking advice and asking questions, the time and effort allocated to prepare for the exam can be used effectively. In this session, we will discuss important aspects concerning the candidacy exam, such as how to prepare, what examiners are looking for, and other issues that you will need to know when you are preparing. Why attend: This will be a great opportunity to get tips from professors and PhD candidate of different departments to help you prepare for your candidacy exam.

Presenters: Sarah Hughes, Associate Professor, Department of Medical Genetics; Tracy Raivio, Professor, Department of Biological Sciences; Vinay Prasad, Professor and Associate Chair for Graduate Studies, Department of Chemical and Materials Engineering. PhD candidates: Elli Dehnavi, Department of Modern Languages and Cultural Studies (Comparative Literature); Mengqi Fang, Department of Chemical and Materials Engineering; Vanessa Karin Carias, Department of Medical Genetics.

Session 11: Preparing your Thesis - Format to Forms

Date: Tuesday, May 9, 2017

Time: 1:30 p.m. - 2:30 p.m.

Room: ***New Room CCIS 1-440**

Are you starting to write your thesis? What format should you use – traditional, paper, or mixed? What should your thesis look like? What paperwork do you need to hand into the Faculty of Graduate Studies? What are the common errors that lead to a thesis being rejected at FGSR?

Presenters: Kris MacManus, Graduate Student Advisor, Faculty of Graduate Studies and Research; Renee Polziehn, PhD, Director, Professional Development and Outreach, Faculty of Graduate Studies and Research.

Session 12: Student Supervisor Conflict Resolution (Ethics credit or PD Credit)

Date: Tuesday, May 9, 2017

Time: 2:40 p.m. - 4:00 p.m.

Room: ***New Room CCIS 1-440**

Nearly all graduate students experience some conflict during their graduate program, and learning how to minimize, mitigate and resolve the conflict is in the best interest of all people involved. A healthy professional relationship between a graduate supervisor and a graduate student is one of the most important relationships that a graduate student can cultivate during the graduate program. Case studies will be used to highlight some of the common conflicts that occur among graduate students, supervisors and colleagues. Why attend? Learn to take a new approach when facing conflict, and find out who on campus can assist you.

Presenters: Brent Epperson: Graduate Ombudsperson, PhD candidate, Department of Political Science; Bryan Hogeveen, Associate Dean, Faculty of Graduate Studies and Research, Professor, Department of Sociology.

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Wednesday, May 10, 2017

Session 13: Networking for Conferences and Beyond (PD Credit)

Date: Wednesday, May 10, 2017

Time: 10:30 a.m. - 11:50 a.m.

Room: ***New Room CCIS 1-440**

The season of conferences has come and you will want to make the most of your time at these events. What should you bring? How do you make those connections? Why don't I meet the right people? Networking skills are transferable to all events, whether you are looking for a supervisor for your next degree or postdoc to finding your next job.

Presenters: Dinuka Gunaratne, Career Education Coordinator (Graduate Students), Faculty of Graduate Studies and Research; Renee Polziehn, PhD, Director, Professional Development and Outreach, Faculty of Graduate Studies and Research.

Session 14: Résumé Writing with Career Centre (PD Credit)

Date: Wednesday, May 10, 2017

Time: 12:00 p.m. - 1:00 p.m.

Room: ***New Room CCIS 1-440**

This session will provide information on how to write your resumé and will help you learn how to present your skills and experiences in a way that attracts employers. Come and listen to important tips from experienced professionals at the Career Centre talk about this topic.

Presenter: Mykhaylo Bodnar, Career Advisor, Career Centre.

Session 15: Individual Development Plan (IDP) Level 1

Date: Wednesday, May 10, 2017

Time: 1:10 p.m. - 2:10 p.m.

Room: ***New Room CCIS 1-440**

The Individual Development Plan (IDP) is widely used in the workplace to assist employees in mapping out and achieving their career goals. The University of Alberta recognizes the IPD as a powerful tool for graduate students. Beginning September of 2016, all new graduate students are required to complete 8 hours of professional development and an IDP. Completing an IDP is a benefit to *all* graduate students, and current students are strongly encouraged to complete one. Students who complete an IDP finish their programs faster and have an easier transition into the workplace. Using the IDP, you will identify activities and actions that align with your career goals and will develop a plan to address skills gaps you would like to strengthen. This session will introduce you to the IDP developed by the Faculty of Graduate Studies and Research for graduate students and will field questions about the Professional Development requirement.

Presenter: Deanna Davis, PhD, Professional Development Instructional Designer, Faculty of Graduate Studies and Research and Instructor, Graduate Teaching and Learning Practicum Course.

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Session 16: Individual Development Plan (IDP) Level 2 (PD Credit)

Date: Wednesday, May 10, 2017

Time: 2:20 p.m. - 3:50 p.m.

Room: ***New Room CCIS 1-440**

In this session, you will gauge your skills by completing a self-assessment. This activity is intended to help you monitor competencies you already possess, and identify areas that need further development. What skills do you possess and how can you best articulate them? What skills are emphasized in your careers of interest? Note the activities and actions you can build into your timeline to develop your skills. Skill areas which are reviewed during self-assessment: creativity, communication, confidence, scholarship, ethical responsibility, critical thinking, collaboration.

Presenter: Deanna Davis, PhD, Professional Development Instructional Designer, Faculty of Graduate Studies and Research and Instructor, Graduate Teaching and Learning Practicum Course.

Thursday, May 11, 2017

Session 17: Rapid Résumé Review with the Career Centre

Date: Thursday, May 11, 2017

Time: 12:00 p.m. - 1:30 p.m.

Room: Triffo Hall 1st Floor Lobby

This session will have four professionals from the Career Centre who are going to do rapid 10 minute review of your resume for FREE. So come to this session with a draft of your resume and have the experienced professionals from the Career Centre give you feedback. Limited spaces – first come first serve.

Presenters: Staff from the Career Center at the University of Alberta.

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