Welcome

Professor Nellie Georgiou-Karistianis

Director, Research Degrees
School of Psychology & Psychiatry
## Timetable

<table>
<thead>
<tr>
<th>Time</th>
<th>Session</th>
<th>Presenter</th>
</tr>
</thead>
<tbody>
<tr>
<td>9:00-9:15</td>
<td>Student Registration</td>
<td></td>
</tr>
<tr>
<td>9:15-9:30</td>
<td>Administration Update</td>
<td>Anastasia Georgiou</td>
</tr>
<tr>
<td>9:30-10:45</td>
<td>Student Forum</td>
<td>Prof Nellie Georgiou-Karistianis</td>
</tr>
<tr>
<td>10:45-11:15</td>
<td>Morning Tea</td>
<td></td>
</tr>
<tr>
<td>11:15-12:15</td>
<td>PhD Orientation</td>
<td>Prof Nellie Georgiou-Karistianis</td>
</tr>
<tr>
<td>12:15-12:30</td>
<td>IT Support</td>
<td>Michael Barnett</td>
</tr>
<tr>
<td>12:30-12:45</td>
<td>OHS</td>
<td>Cheryl Roberts</td>
</tr>
<tr>
<td>12:45-1:00</td>
<td>Library Resources</td>
<td>Anne Young</td>
</tr>
</tbody>
</table>
The Administration Minefield
with Anastasia Georgiou

- Monash language
- Monash systems
- On-line resources
Monash Language

- CL_17_409 = Clayton Campus, building 17, level 4, room 09
- MIGR = Monash University Institute of Graduate Research
- MNHS = Faculty of Medicine, Nursing & Health Sciences
- Psych or SPP = School of Psychology & Psychiatry
- Course = Program of Study, ie DPsych or PhD
- Unit = subject, ie DPSY5001
Monash Systems

- my.monash portal
- Web Enrolment System (WES)
  - re-enrol & check coursework enrolments
  - view fee statements and payment history
  - access results
  - update your personal details
  - apply to graduate and track your application
  - purchase letters, academic records and access other services
- Psych Booking System
  - Register for oral presentation
- MOODLE 2
  - Unit Guide
  - Assignment/placement submission
- ask.monash
my.monash portal
On-line resources

- Psych Research Degrees Information Guide
  http://www.med.monash.edu.au/psych/students/current/hdr-info-guide/
On-line resources (cont)

- Handbook for Doctoral Degrees
  http://www.monash.edu.au/migr/research-degrees/handbook/content/
On-line resources (cont)

- MIGR Forms
  

  - Intellectual Property declaration
  - Thesis Allowance
  - Request for Short Letter
  - Thesis submission
  - Leave application
  - Study away application
  - Extend candidature application
  - Travel grant application
  - Travel Insurance
  - Scholarship extension
  - Resumption application
  - APA Industry extension
Questions?
Agenda

- Overview of research degrees landscape
- What do we want for our students
- Interactions with supervisors
- How we can help
- Fellowships and awards
- How to prepare for Milestone presentations
- Research degrees student executive
- Important School Events
- Thesis by Publication/Preparing the thesis for submission
## Current & Lapsed Students (as at 11/09/2012)

<table>
<thead>
<tr>
<th>Course</th>
<th>Current Enrolment</th>
<th>Current Lapsed</th>
<th>% Lapsed</th>
</tr>
</thead>
<tbody>
<tr>
<td>PhD</td>
<td>70</td>
<td>12</td>
<td>17%</td>
</tr>
<tr>
<td>DPsych(Clin)</td>
<td>56</td>
<td>4</td>
<td>7%</td>
</tr>
<tr>
<td>DPsych(ClinNeuro)</td>
<td>30</td>
<td>1</td>
<td>3%</td>
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<tr>
<td><strong>Total</strong></td>
<td><strong>156</strong></td>
<td><strong>17</strong></td>
<td><strong>11%</strong></td>
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### Course Completions – School

<table>
<thead>
<tr>
<th>Course</th>
<th>2007</th>
<th>2008</th>
<th>2009</th>
<th>2010</th>
<th>2011</th>
<th>Total</th>
</tr>
</thead>
<tbody>
<tr>
<td>PhD</td>
<td>12</td>
<td>6</td>
<td>9</td>
<td>14</td>
<td>28</td>
<td>69</td>
</tr>
<tr>
<td>DPsych(Clin)</td>
<td>16</td>
<td>6</td>
<td>7</td>
<td>13</td>
<td>17</td>
<td>59</td>
</tr>
<tr>
<td>DPsych(ClinNeuro)</td>
<td>7</td>
<td>5</td>
<td>1</td>
<td>5</td>
<td>10</td>
<td>28</td>
</tr>
<tr>
<td>DPsych(Org)</td>
<td>2</td>
<td>1</td>
<td>1</td>
<td>2</td>
<td>4</td>
<td>10</td>
</tr>
<tr>
<td><strong>TOTAL</strong></td>
<td>38</td>
<td>19</td>
<td>18</td>
<td>34</td>
<td>59</td>
<td>168</td>
</tr>
</tbody>
</table>

| On-time Completions  | 26   | 5    | 7    | 13   | 19   | 70    |
| % On-Time            | 68.42% | 26.32% | 38.89% | 38.24% | 32.20% | 41.67% |
Course Completions - University

<table>
<thead>
<tr>
<th>Course</th>
<th>2007</th>
<th>2008</th>
<th>2009</th>
<th>2010</th>
<th>2011</th>
<th>Total</th>
</tr>
</thead>
<tbody>
<tr>
<td>Doctorate by research</td>
<td>393</td>
<td>419</td>
<td>406</td>
<td>435</td>
<td>498</td>
<td>2151</td>
</tr>
<tr>
<td>Master's by research</td>
<td>109</td>
<td>105</td>
<td>106</td>
<td>93</td>
<td>134</td>
<td>547</td>
</tr>
<tr>
<td><strong>TOTAL</strong></td>
<td><strong>502</strong></td>
<td><strong>524</strong></td>
<td><strong>512</strong></td>
<td><strong>528</strong></td>
<td><strong>632</strong></td>
<td><strong>2698</strong></td>
</tr>
<tr>
<td>On-time Completions</td>
<td>311</td>
<td>275</td>
<td>259</td>
<td>284</td>
<td>326</td>
<td>1455</td>
</tr>
<tr>
<td>% On-Time</td>
<td>61.95 %</td>
<td>52.48 %</td>
<td>50.59 %</td>
<td>53.79%</td>
<td>51.58%</td>
<td>53.93%</td>
</tr>
</tbody>
</table>

May 2013

Student Research Degree Forum
% On-Time Completions

Course Requirements Complete Year

- % On-time Completions (Faculty/Sch/Dept)
- % On-time Completions (University)
What do we want for our students

- Complete on-time
- Publish
- Present their work at conferences
- Part of an active research team and a stimulating research environment with access to research seminars
- To interact in school events and to be visible on campus in labs
- To feel supported and have a great experience
- A successful career outcome
Interactions with Supervisors

- In regards to conduct you may wish to refer to the Monash Conduct and compliance policy relating to students and staff: [http://www.adm.monash.edu.au/workplace-policy/conduct-compliance/staff-student-relationships.html](http://www.adm.monash.edu.au/workplace-policy/conduct-compliance/staff-student-relationships.html)


- The MPA also has great resources for research students (including working through supervision issues): [http://www.mpa.monash.edu.au/research-postgrads/index.html](http://www.mpa.monash.edu.au/research-postgrads/index.html)

- Specifically, please refer to the MPA Advice and advocacy link on supervision: [http://www.mpa.monash.edu.au/advice-&-advocacy/supervisor-difficulties.html](http://www.mpa.monash.edu.au/advice-&-advocacy/supervisor-difficulties.html)
Interactions with Supervisors

Supervising / managing meetings and the writing process.
Interactions with Supervisors/Your role

- Full time students should be meeting with their supervisors once per fortnight, especially during the early phase of project planning; part time students once per month.

- Be proactive in initiating meetings with supervisor/s and coming prepared to meetings.

- Student and supervisor should set goals which should be monitored to ensure progress; these should be discussed at meetings. Student should summarise goals from each meeting and send to supervisor and keep a running sheet.

- All supervisors should meet together with student at least 4 times per year.

- Expect feedback on written work by 2 weeks. If a large piece of work (like the entire thesis) by negotiation and generally not longer than one month.
How to navigate through difficult supervisory situations

- Not easy!
- Try to identify the issue and articulate this clearly to your supervisor
- Try to work with supervisor to problem solve and negotiate how you will both deal with the problem and come up with a tangible plan
- Sometimes it is a small misunderstanding or uncertainly in the expectation that can be cleared up quickly if not left to drag on
- Ensure regular meetings are set in calendar. Don’t leave this to chance as many problems arise due to communication breakdown
- If all fails seek advice early/come and see me
- Do not let things drag out as this impacts on your candidature time
Example of how we can help

A student near completion made a complaint that the supervisor was not reading drafts of work in a timely manner. The student was frustrated that things were dragging out and felt helpless. It seemed that the supervisor was overwhelmed and didn’t understand their responsibility to the student.

**Draft Time-Line for Fred’s submission of PhD thesis**

<table>
<thead>
<tr>
<th>Task</th>
<th>Who</th>
<th>Time allocated</th>
<th>Due Date</th>
</tr>
</thead>
<tbody>
<tr>
<td>Reading draft</td>
<td>Charlie (supervisor)</td>
<td>3 weeks</td>
<td>21 November – send back to Fred</td>
</tr>
<tr>
<td>Preparing final draft</td>
<td>Fred (student)</td>
<td>2 weeks</td>
<td>5 December- send back to Charlie</td>
</tr>
<tr>
<td>Reading final draft</td>
<td>Charlie (supervisor)</td>
<td>2 weeks</td>
<td>19 December – send back to Fred</td>
</tr>
<tr>
<td>Finalizing thesis for submission to MIGR</td>
<td>Fred (student)</td>
<td>Over the Christmas break</td>
<td>15 January – to send relevant paper work to HDR admin staff and submit thesis to MIGR</td>
</tr>
</tbody>
</table>
Examples of conflicts

- Video scenarios: [http://www.youtube.com/user/ccsprojectvideos](http://www.youtube.com/user/ccsprojectvideos)
Fellowships and awards

Faculty Bridging Postdoctoral Fellowships

- Provide competitive funding to support the career development of promising newly-qualified postdoctoral researchers straight out of PhD.
- Bridging Postdoctoral Fellowships are intended to provide initial support for 12 months while applications are made for externally funded fellowships (e.g., NHMRC Training Fellowships, ARC Postdoctoral Fellowships). The Faculty usually awards only 1 or 2 Fellowship in each round.
- There are two rounds per year (May and November)


- The school will provide support in reading draft applications if you contact me directly
How to prepare for Milestone presentations

- The oral confirmation presentation is always the most difficult
- Ensure you are fully immersed in your project and that you have a clear direction of where your project is heading
- Even if there is some change in the project, new direction or new supervisor, that’s OK as long as there is a plan in place
- We encourage supervisors to ensure that the project is feasible and can be completed on time (3 years for PhD and 3.5 for DPsych)
- We encourage supervisors to ensure no delay in getting ethics approval
- Ensure your aims/hypotheses are clear and your project is theoretically grounded
- Give a practice talk to your research group to get feedback on how to improve your presentation by your supervisor/lab team
- Mid and pre-submission orals are highlighting where you are at and what you have found. Map out your progress and give a practice talk
Research Degrees Student Executive

- A voice for HDR students within the School of Psychology and Psychiatry
  - Active member of the School Research Degrees Committee
- Organiser of events such as doctoral dinner, workshops and/or social activities
  - Doctoral dinner was well received last year
  - workshop organised by us was great (publishing)
  - Academic writing group (sarah.milsome@monash.edu)
- A place to meet other HDR students
  - Particularly part timers or those without lab groups
  - Or just very social individuals
  - Opportunity to exchange tips, worries, successes,
- Meet every 6 to 8 weeks - next meeting on 11th of June, 649, Bld 17 – all HDR students welcome! (irene.lichtwark@monash.edu)
## Important School Events

<table>
<thead>
<tr>
<th>Date</th>
<th>Event</th>
</tr>
</thead>
<tbody>
<tr>
<td>10 May</td>
<td>School Research Day</td>
</tr>
<tr>
<td>31 May</td>
<td><em>R2/2013 Scholarship applications close</em></td>
</tr>
<tr>
<td>8 Jul</td>
<td>3 Minute Thesis Competition</td>
</tr>
<tr>
<td>2 Sep</td>
<td>Research Degrees Student Information Forum # 2</td>
</tr>
<tr>
<td></td>
<td><strong>Psych Monthly Research Seminar Series 2013</strong></td>
</tr>
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Questions?