Feedback from past participants

“Thanks a lot, this was very useful and enjoyable!”

“As usual, very good session.”

“It’s interesting to hear about the experience and ideas of people from other subjects.”

“Thank you. I enjoyed this far more than I expected to.”

“Facilitators were excellent, great to have different disciplines represented between the facilitators.”

“Very useful session.”

“Really good course, thank you.”

“A very enjoyable workshop.”

CAPOD training rooms

CAPOD has two training rooms which are used regularly for workshops. These rooms are located in the Bute Annexe, adjacent to the Bute Building.

www.st-andrews.ac.uk/media/university/maps/wwwmap.pdf

(Indexed 70a, K4 on the University Map)

CAPOD is always open to feedback on its Academic Staff Development Programme. Did we do well? Could we have done anything better? Are there any other workshop topics you would like to see us run? Let us know!

We welcome your feedback - please direct these to Erwin Lai, Academic Staff Developer, on erwin.lai@st-andrews.ac.uk
About the ASDP
Continuing Professional Development (CPD) is an important part of academic life at the University of St Andrews. The Academic Staff Development Programme (ASDP), one of a range of development opportunities and resources you can access, is a series of focused, bite-sized workshops designed to equip, support and develop members of academic staff. These workshops are offered once per semester, or academic year.

The ASDP is coordinated by CAPOD (the University’s Centre for Academic, Professional and Organisational Development) – drawing on the knowledge, experience and expertise of academic staff and support staff from a variety of Schools and Units across the University.

Designed to complement the guidance and mentoring provided within Schools (where appropriate discipline-based support can best be given), the programme aims to:

- familiarise members of staff with key University policies and procedures
- provide opportunities to reflect on and potentially enhance practice in teaching and research
- enhance professional expertise
- create an environment which provides the opportunity to share ideas and experiences with other academics across the University

The workshops we offer

<table>
<thead>
<tr>
<th>Core (strongly advised)</th>
<th>Supplementary (recommended)</th>
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<tbody>
<tr>
<td>Winning research funding (Arts, Humanities, Social Sciences)</td>
<td>Knowledge transfer: an introduction</td>
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<tr>
<td>Winning research funding (Sciences)</td>
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<tr>
<td>Research finance: full economic costing and research grant management</td>
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<tr>
<td>Assessment and feedback</td>
<td>Teaching practice forum</td>
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<tr>
<td>Effective lecturing</td>
<td>Cultural competence and the academic environment</td>
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<tr>
<td>Small group teaching</td>
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<tr>
<td>Curriculum and module design</td>
<td></td>
</tr>
<tr>
<td>Convening a module</td>
<td></td>
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<tr>
<td>PG Supervisors training</td>
<td>PhD viva examinations: best practice</td>
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<tr>
<td>Managing people in research teams</td>
<td>Resilience in the face of change (Part 1 &amp; 2)</td>
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<tr>
<td>Time management: strategies for busy teachers and researchers</td>
<td>Dealing with difficult behaviour in the academic environment</td>
</tr>
<tr>
<td>Recruitment and selection</td>
<td>Board of adjudication – how to contribute effectively</td>
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</tbody>
</table>

Further information and booking your place
Our workshops are offered across the areas of Research, Teaching and Service. The offerings in the ‘Core’ column are strongly advised. They should be considered essential for new staff who have not taken part in similar workshops at previous Institutions.

Your Head of School will discuss your personal development at each of your Academic Review meetings, where you will have the opportunity to highlight the workshops you wish to engage with during the coming academic year.

For further information on these workshops and to book your place, please visit the University’s online course booking system at: www.st-andrews.ac.uk/pdms

New workshops are constantly being planned so do check our workshop list regularly.

Questions or want to get involved?
Do you have any questions on the ASDP? Are you passionate about being an academic, and would you welcome the opportunity to share your passion and expertise?

If so, CAPOD would be delighted to hear from you. We would be pleased to answer your queries, and are always looking to add to our pool of excellent facilitators who deliver our workshops.

Please get in touch with Erwin Lai, Academic Staff Developer, either on extension 7179 or via email at erwin.lai@st-andrews.ac.uk