### Semester

1

### Meeting times

The teaching sessions are normally 9:00-11:00 on Wednesdays. There are also three practical session on Wednesday afternoons. The miniconference will take place partly outside of these times. Please check the timetable for details.

### Credits

15

### Module summary

This module introduces students to the various skills and issues that are of importance to academic psychologists and neuroscientists, irrespective of their particular area of research. Weekly seminars will cover various topics, such as how to plan a novel research programme, academic presentations (published writing, conference talks), the use of technology to enhance communication, how to commercialize research and create impact, academic job applications and interviews, and how to build an academic career.

### Assessment

- **Abstract**: 25%, 12 noon XXXXX
- **Miniconference presentation**: 50%, 12 noon XXXXX
- **Social media assignment**: 25%, 12 noon XXXXX

### Staff

- Dr Nicole Tausch **(Module Coordinator)**: nt20@st-andrews.ac.uk
- Dr Eric Bowman: emb@st-andrews.ac.uk
- Prof Gillian Brown: grb4@st-andrews.ac.uk
- Prof David Donaldson: did1@st-andrews.ac.uk
- Dr Ken Mavor: ken.mavor@st-andrews.ac.uk
- Dr Julie McLellan: jmm27@st-andrews.ac.uk
- Hilda McNae: hmm9@st-andrews.ac.uk
- Dr Akira O’Connor: aro2@st-andrews.ac.uk
- Prof Steve Reicher: sdr@st-andrews.ac.uk
- Dr David Tait: dst@st-andrews.ac.uk
- Prof Klaus Zuberbuhler: kz3@st-andrews.ac.uk

### Office hour

**Mondays, 2:30-3:30pm** (contact nt20 on MS Teams or email me in advance to schedule an in-person meeting)
### Timetable

<table>
<thead>
<tr>
<th>Week</th>
<th>Lecture</th>
<th>Practical session</th>
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</table>
| 1    | Planning a career in psychology and neuroscience  
*Prof David Donaldson & Dr Julie McLellan* | |
| 2    | Preparing and giving conference talks  
*Prof David Donaldson* | |
| 3    | Professional conduct  
*Dr Eric Bowman* | |
| 4    | Planning a project  
*Prof Klaus Zuberbuhler* | Bibliographic search  
*Hilda McNae (Senior Academic Liaison Librarian, Psychology)* |
| 5    | CVs and interviews  
*Prof Stephen Reicher* | Conference talk practice |
| 6    | Independent Learning Week:  
Microsoft Office online self-study | |
| 7    | Mini-conference  
*Prof David Donaldson and Dr Nicole Tausch* | |
| 8    | Mock interviews  
*Prof Stephen Reicher* | |
| 9    | Communication beyond academia  
*Prof Steve Reicher* | |
| 10   | Writing and publishing  
*Prof Gillian Brown* | Online presence  
*Dr Ken Mavor & Dr Akira O’Connor* |
| 11   | Impact and commercialisation  
*Dr David Tait* | |

### Teaching delivery

XXXXX

**INDEPENDENT LEARNING WEEK (WEEK 6)**

There are no teaching sessions scheduled during week 6. Instead, you are expected to dedicate time that week to independently improving your competency in MS Office, using the self-study resources available through the Microsoft IT Academy, to which the University has a subscription.
You may choose whichever course(s) you think will be most helpful given your current level of expertise with MS Office.

**Attendance**


**Reading (optional)**

The following books and articles may be of interest:


Assessment

The module is assessed by coursework only. There are three assignments. They have all been designed to provide practical experience and skills relevant to the course. These components will be marked on the University’s 20-point scale; written feedback will be returned within 3 weeks.

All assignments should be submitted via MMS by the due date. For deadlines please refer to the cover page of this handbook. This includes the talk (powerpoint slides). Note that the date for uploading the powerpoint slides to MMS is before the miniconference. However, it will be the ‘real thing’ that is assessed, not the electronic version. Uploaded assignments should be Word or PowerPoint files rather than PDFs to allow for automatic plagiarism checks.

Feedback

All marked work and the accompanying feedback will be returned within 3 weeks. If you find that any feedback you receive is unclear, DO contact the marker (whose initials should be on the feedback for just this purpose). They will explain their comments and will be happy to give you extra guidance.

Detailed requirements of assessments

Note that in some cases extra information about these assignments will be given during lectures; and you can always ask if anything is unclear.

Abstract (Prof David Donaldson and Dr Nicole Tausch)

250 words, instructions to be added

Mini-conference presentation (Prof David Donaldson and Dr Nicole Tausch)

You will each be presenting an empirical project you completed before coming to St Andrews as part of a conference with the other students as audience. Please note that everyone's attendance is COMPULSORY throughout the series of presentations. We will have 10 min for each talk with an additional 5 min for questions and discussion. Full details of how to prepare a talk in general and for our conference will be given in the lecture (Week 5). Moreover, the marking sheet for this exercise will be provided on Moodle for you to see what the markers will be looking for.

Social Media (Prof Steve Reicher)

The task is to write a thread of up to 3 linked tweets which present a piece of research which you have done in the past or which you are planning to do (if the latter, then tweet as if you had completed the study and got the findings you expected).

The tweet format allows up to 280 characters (including spaces) and each tweet can be accompanied by an image, video or audio-file. If you are unfamiliar with twitter you should look at it online and follow some researchers in your area of interest – see https://twitter.com/home?lang=en-gb

The aim of the task is twofold

First, to abstract the key messages from a piece of research and present them clearly and accurately.
Second, to communicate in a way that is both accessible and of interest to a non-specialist audience. The first tweet in particular is critical to grab the interest of an audience and get them to continue reading the other tweets in your thread.

Please submit your assessment as a word file (you can include images and, if using a video or audio file, include them as a link – although the link counts towards your 280 characters). Do not submit as a pdf.

**Intended Learning Outcomes**

By the end of the module, students will have gained knowledge and skills that support them in:
- developing a novel research programme
- effectively communicating scientific results to academic and non-academic audiences
- commercialising research and creating impact
- succeeding in job applications and interviews
- building an academic career

By the end of the module, students will have learned:
1. how to formulate and implement effective bibliographic searches
2. how to effectively communicate scientific results to an academic audience, by giving conference presentations
3. how scientific publishing is conducted, and how to write and review research reports for scientific journals
4. how to present your CV and job applications in the most effective way, and how best to succeed in an academic interview
5. how to communicate scientific results and concepts effectively to the general public, and how best to explain their relevance to the wider world
6. how to manage an online presence as a researcher through blogs, etc.
7. the process by which research can be commercialised, including the management of intellectual property rights, and the relationship between academic researchers and industrial sponsors, governmental agencies and charitable organisations.
Assessment regulations

**Extensions**
To apply for an extension on continuous assessment due to adverse personal circumstances, please fill out the form found at: [https://standrews.eu.qualtrics.com/jfe/form/SV_51NShXYGMK7BbGS](https://standrews.eu.qualtrics.com/jfe/form/SV_51NShXYGMK7BbGS).

**Late work & late penalties**
Academic alerts will be issued for late submissions that are not excused (see: [https://www.st-andrews.ac.uk/media/teaching-and-learning/policies/AcademicAlerts.pdf](https://www.st-andrews.ac.uk/media/teaching-and-learning/policies/AcademicAlerts.pdf)).

Late penalties will be applied at the rate of one grade point per day or part thereof that an assignment is late (Policy A of the Penalties for Late Work; see: [https://www.st-andrews.ac.uk/media/teaching-and-learning/policies/penalties.pdf](https://www.st-andrews.ac.uk/media/teaching-and-learning/policies/penalties.pdf)).

**Over-length penalties**
Over-length penalties will be applied at the rate of 1 mark for work that is over-length to any extent, then a further 1 mark per additional 5% over (Policy C of the Penalties for work of incorrect length). Words will be counted electronically and all aspects including text boxes will be counted unless otherwise stated. See: [https://www.st-andrews.ac.uk/media/teaching-and-learning/policies/penalties.pdf](https://www.st-andrews.ac.uk/media/teaching-and-learning/policies/penalties.pdf).

**Grade descriptors**
The University uses a universal grade point scale of 1-20, with the option of using one decimal point. The criteria that will be used are as follows:

<table>
<thead>
<tr>
<th>Grade</th>
<th>Grade Point Range</th>
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<tbody>
<tr>
<td>Fail</td>
<td>0 - 6.9</td>
</tr>
<tr>
<td>Marginal Pass</td>
<td>7.0 – 10.4</td>
</tr>
<tr>
<td>Pass</td>
<td>10.5 – 13.4</td>
</tr>
<tr>
<td>Merit</td>
<td>13.5 – 16.4</td>
</tr>
<tr>
<td>Distinction</td>
<td>16.5 – 20.0</td>
</tr>
</tbody>
</table>

For details regarding the ‘Common reporting scale for module grades’ please see: [https://www.st-andrews.ac.uk/media/registry/students/transcripts/PGT%20Grading%20Sheet%20from%202017-18.pdf](https://www.st-andrews.ac.uk/media/registry/students/transcripts/PGT%20Grading%20Sheet%20from%202017-18.pdf). For details regarding the reporting scale and grade descriptors for coursework, please see individual assessment descriptions that will be provided during the semester.

**Inclusive curriculum statement**
The School is committed to making its teaching and learning fully inclusive, so that all students are given the opportunity to reach their potential, all students feel like they belong and are not made to feel excluded, and students have the opportunity to contribute to curriculum development. If you have any comments or feedback on this module in terms of the inclusivity of the content, delivery or assessments/feedback, please contact the Module Co-ordinator or, if you would rather provide anonymous feedback, please use the Module Evaluation Questionnaire (MEQ). Alternatively, you can contact your School President or Class Representative, who can raise ideas or issues via the relevant staff-student meetings and consultative committees. If you want to report any instances of bullying, harassment or discrimination that have occurred in teaching and learning environments, you can use the University's Report & Support tool.
Support contacts

Members of staff presenting each workshop are always willing to provide additional help. In addition, if you have any problem with the course, please consult the Module Coordinator. Additional sources of support are listed here:

<table>
<thead>
<tr>
<th>Service</th>
<th>Contact Details</th>
</tr>
</thead>
<tbody>
<tr>
<td>School administrative office for general teaching matters</td>
<td><a href="mailto:psyneuroug@st-andrews.ac.uk">psyneuroug@st-andrews.ac.uk</a></td>
</tr>
<tr>
<td>Director of Teaching</td>
<td>Paula Miles <a href="mailto:psydot@st-andrews.ac.uk">psydot@st-andrews.ac.uk</a></td>
</tr>
<tr>
<td>Degree Controller (Director of Taught Postgraduates)</td>
<td>Eric Bowman <a href="mailto:psyneurodopgt@st-andrews.ac.uk">psyneurodopgt@st-andrews.ac.uk</a></td>
</tr>
<tr>
<td>Psychology &amp; Neuroscience Student Wellbeing Officer</td>
<td>Maggie Ellis <a href="mailto:psyneuro_wellbeing@st-andrews.ac.uk">psyneuro_wellbeing@st-andrews.ac.uk</a></td>
</tr>
<tr>
<td>Advice &amp; Support Centre (ASC) – welfare and support services</td>
<td><a href="mailto:theasc@st-andrews.ac.uk">theasc@st-andrews.ac.uk</a></td>
</tr>
<tr>
<td>Centre for Educational Enhancement and Development (CEED) – learning and development support for students</td>
<td><a href="mailto:ceed@st-andrews.ac.uk">ceed@st-andrews.ac.uk</a></td>
</tr>
<tr>
<td>International Education Institute - English language support</td>
<td><a href="mailto:ie@st-andrews.ac.uk">ie@st-andrews.ac.uk</a></td>
</tr>
</tbody>
</table>

For further information regarding advice, support, policies and procedures, please see the University Student Handbook at [https://www.st-andrews.ac.uk/education/handbook/](https://www.st-andrews.ac.uk/education/handbook/).