



Doctoral education @UAntwerp: the doctoral study programme

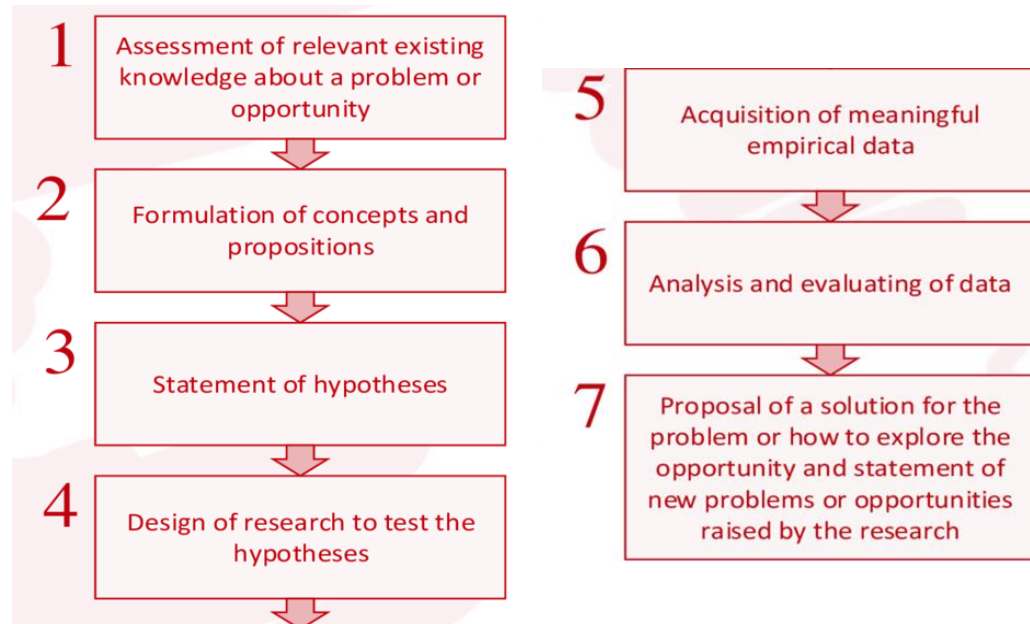
Dr Kristien Daems & Karolien van Dessel

ADS Doctoral Day

21.03.2024

Doing a PhD at the University of Antwerp

Research



Supervisor(s) &

Individual PhD commission (IPC)

Doctoral study programme



Antwerp Doctoral School & peer review commission

Competence profile

Based on the Joint Skills Statement (Vitae)



Competence profile | detail

A. Research skills and techniques

1. The ability to recognise and validate problems
2. Original, independent and critical thinking, and the ability to develop theoretical concepts
3. A knowledge of recent advances within one's field and in related areas
4. An understanding of relevant research methodologies and techniques and their appropriate application within one's research field
5. The ability to critically analyse and evaluate one's findings and those of others
6. An ability to summarise, document, report and reflect on progress

E. Communication skills

1. Write clearly and in a style appropriate to purpose, e.g. progress reports, published documents, thesis
2. Construct coherent arguments and articulate ideas clearly to a range of audiences, formally and informally through a variety of techniques
3. Constructively defend research outcomes at seminars and viva examination
4. Contribute to promoting the public understanding of one's research field
5. Effectively support the learning of others when involved in teaching, mentoring or demonstrating activities

Vision

Identify
personal needs



**Increasing self-
awareness**

Vision

Identify
personal needs



Increasing self-
awareness



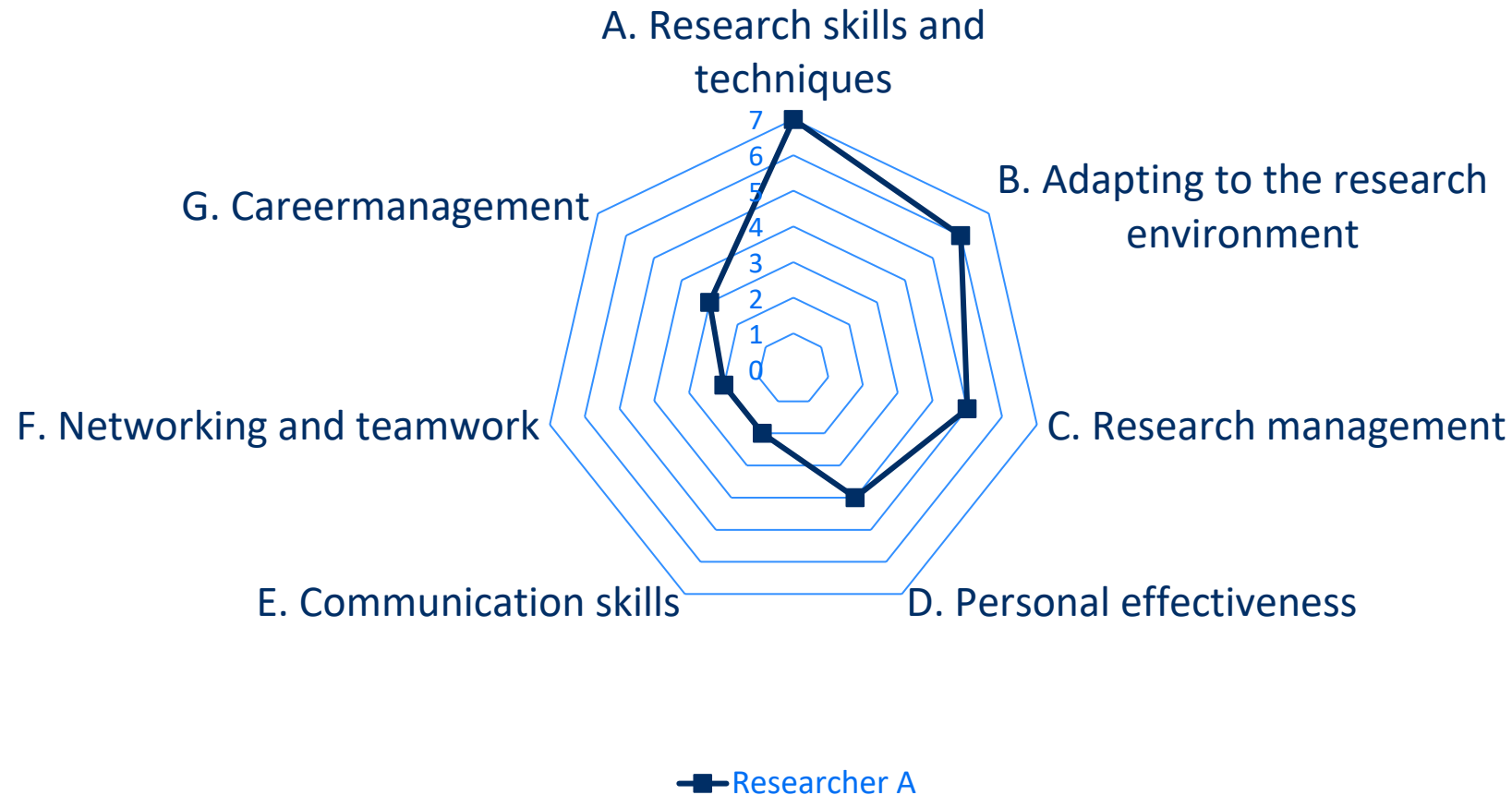
Develop competences

Becoming a broadly trained professional

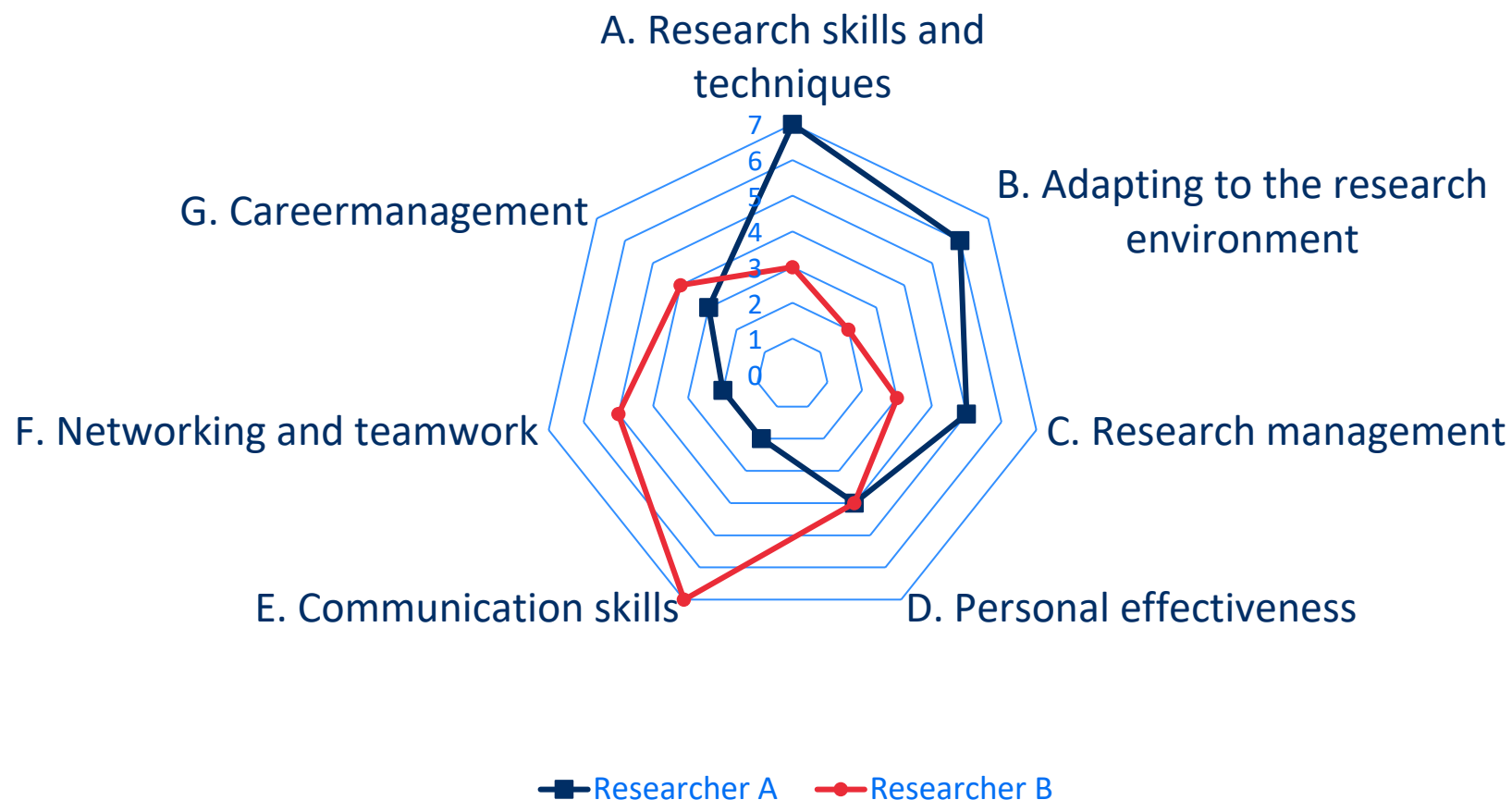
Vision



1. Identify training needs and set goals



1. Identify training needs and set goals



Parallel session 1 – Option 1.3: *“Personal development as a PhD researcher”* &
ADS course: *“My Personal Development Plan as a PhD researcher”*

2. Develop competences



- **Learning by doing**, e.g. writing a manuscript, giving presentations, going to a conference, working together in a research group, organising an event, ...
- **Following a course from the Antwerp Doctoral School (“ADS course”)**
 - Courses relevant for all disciplines. Overview on the ADS website.
 - They are free of charge!
- **Following a course**
 - Offered by **other services of UAntwerp**: Dive-into-Business, language training Linguapolis...
 - Offered at an **interuniversity** level: FLAMES, f-Tales, From PhD to Job Market, VAIA...
 - Offered by **another university** or a **non-academic organisation** (if acknowledged by the Flemish Government)

!Educational credit! (up to €1500 per PhD researcher) → Check conditions and procedure on the [ADS website](#).

!For international transport and accommodation costs you are required to first apply for an FWO travel grant.
→ Check conditions and procedure on the [ADS website](#).

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Spots Available

Communication Skills Basics 15.04.2024

Active Bystander Training – 16.04.2024

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More information in the session on associations, courses and initiatives

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More information in the [explainer videos](#) & during the session “All the practicalities to successfully conclude your doctoral study programme”

FWO funding for bottom-up initiatives

- **For all PhD researchers**
- **International mobility: FWO travel grants**
 - ! Apply at the latest 3 months before travelling!**
 - Conference abroad
 - Workshop or course abroad
 - Short study visit abroad (max. 31 days)
 - Long stay abroad (> 31 days)
 - Flow Chart with more info on [ADS-website](#)
- **Organisation of a scientific conference in Belgium: co-funding grants**
 - Type I: big international reference conference in a specific scientific domain
 - Type II: international conference

<https://www.fwo.be/en/fellowships-funding/international-mobility/>

<https://www.fwo.be/en/fellowships-funding/international-contacts/organisation-of-a-scientific-conference-in-belgium/>



2. Develop competences



- **Bottom-up initiatives to support young researchers**
 - Activities organised by individual researchers, a research group...
 - Possibility to obtain funding through “OJO call”: deadline will be **autumn 2024**
 - **4 categories**
 1. Interuniversity initiatives
 2. Domain-specific trainings
 3. Career development initiatives
 4. Faculty initiatives



OJOcall@uantwerp.be

2. Develop competences

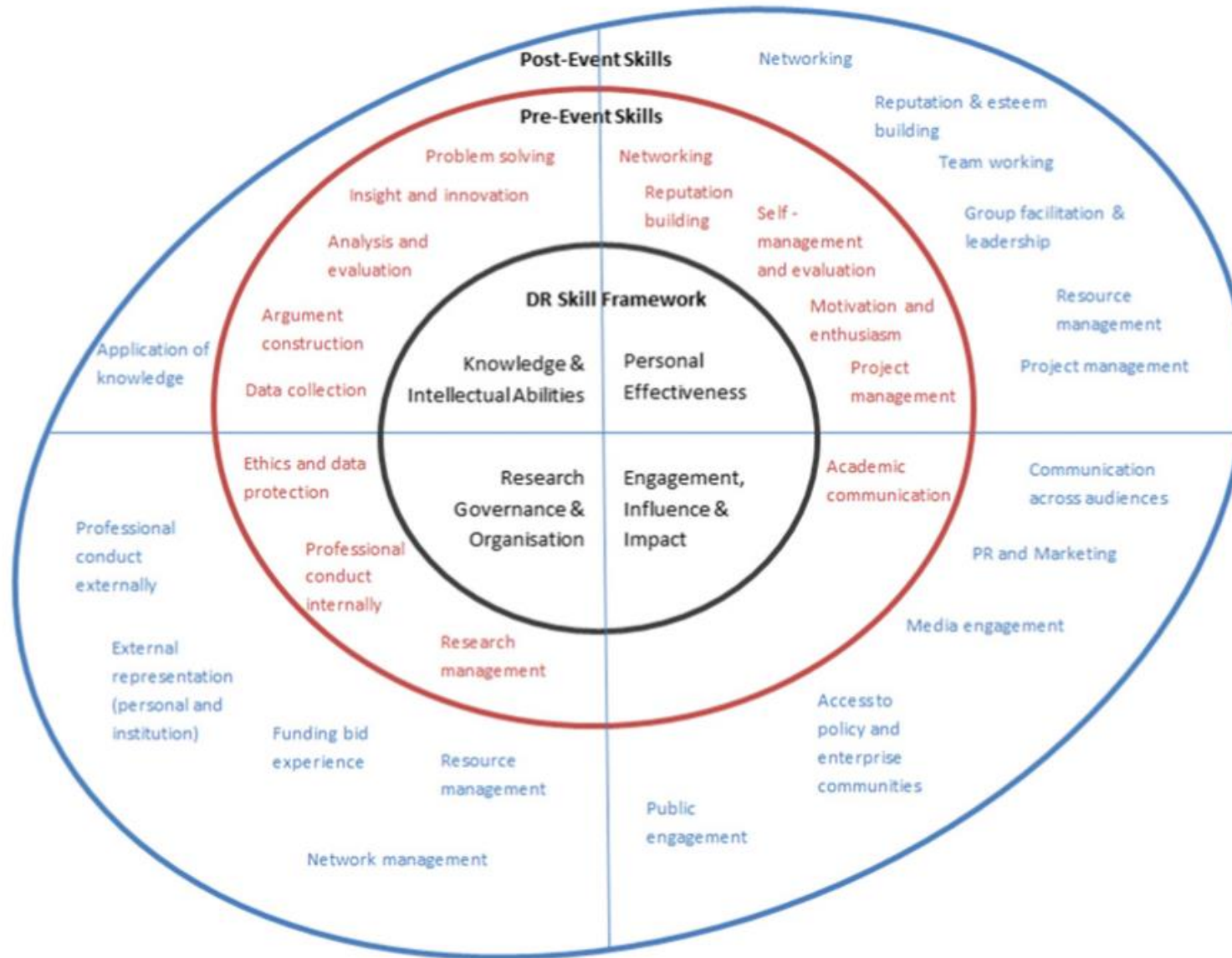


Figure 1 Comparison of skill development in the organising team pre- and post-event (based on Vitae (2010b) Research Development Framework).

Source: 2013 J. Hill, D. Nicholson and A. Reeves, Planet, Vol 27, Issue 2 (December 2013), Full article: [Doctoral researcher skill development: learning through doing \(tandfonline.com\)](https://doi.org/10.1080/14493250.2013.838888)

2. Develop competences

- **Mind the GAP** = Good Academic Practices
 - **Compulsory** training for starting PhD researchers
 - Interuniversity online training tool on **research integrity** available via [Blackboard](#)
 - 4 basic modules + a final **test**
 - You need to obtain a score of at least **80%** to pass and obtain a certificate
- ! Make sure to **add this activity** to your **annual progress report** for the doctoral study programme + **upload the certificate** as proof.



Photo by [Brett Jordan](#) on [Unsplash](#)

Where to find the **Mind the GAP** course?

- Available via [Blackboard](#) > Courses > Scroll down the page to **Assorted data**


UA_VLIR_MINDTHEGAP



Mind the GAP Weergave van originele cursus

[Meerdere cursusleiders](#) | Meer informatie ▼

☆ ...

Course Content

 **Course outline**



Course outline

▼

Mind the GAP is an online training for research integrity intended for (PhD) researchers, researchers who just started working for one of the Flemish universities, supervisors and more experienced researchers who want to know more about research integrity.

In this tool you can find:

- Welcome
- [Module 1: Introduction](#): research integrity in general
- [Module 2: Supervision and Mentoring](#): focus on the relationship between PhD researchers and their supervisors and mentors
- [Module 3: Good Academic Practices](#): most recommended good academic research practices when it comes to:
 1. Research design and conduct
 2. Research Data Management (RDM)
 3. Reporting results
 4. Conflicts of interest
 5. Science communication
 6. Research(er) evaluation and assessment
- [Module 4: Violations of Research Integrity](#): possible violations of research integrity and what to do when misconduct happens.
- Extra - [General Data Protection Regulation \(GDPR\)](#)
- Extra - [Ethics rules and regulations](#)
- Test your mind for GAPs

2. Develop competences

Menu naturemasterclasses



Nature Masterclasses

- Professional development training for researchers via online courses and workshops
- Access for UAntwerp researchers since January 2023
- [Rewatch](#) the launch webinar

2. Develop competences: examples of activities

A. Research Skills and Techniques	
<ol style="list-style-type: none"> 1. The ability to recognise and validate problems. 2. Original, independent and critical thinking, and the ability to develop theoretical concepts. 3. A knowledge of recent advances within one's field and in related areas. 4. An understanding of relevant research methodologies and techniques and their appropriate application within one's research field. 5. The ability to critically analyse and evaluate one's findings and those of others. 6. An ability to summarise, document, report and reflect on progress. 	
Examples of activities	<ul style="list-style-type: none"> * Act as a reviewer of manuscripts, articles, books,... * Evaluator or jury membership (e.g. bachelor's or master's thesis) * Take part in specialised summer school, research residencies at other institutions * Take part in a research day or artistic event
Courses offered by the Antwerp Doctoral School	<ul style="list-style-type: none"> * E-sources for social sciences and humanities (Dutch and English) * E-sources (for the exact sciences; for the (bio)medical sciences; for Law) (English) * Creative problem solving (English)
Courses and events offered by other departments of UAntwerp or other organisations	<ul style="list-style-type: none"> * Courses offered by StatUa * Courses offered by Flames * Courses offered by f-Tales * Systematic review Cochrane (Cebam)

www.uantwerpen.be/doctoral-study-programme

www.uantwerpen.be/doctoraatsopleiding

Consult your faculty PhD regulations to know

which activities can be accepted in your doctoral study programme and how many points can be awarded.

Example: faculty points table

Personal efficiency

D. Personal efficiency	Taking a course ¹⁰	0.1 per contact hour (0,5 p/ECTS)		Type: 1. Courses and career development Activiteit: Course
	Author or co-author of an article in a refereed academic journal, reader or series ¹¹	3 per published article		Type: 3. Publications and productions/creations Activiteit: Author
	Author or co-author of a refereed book or a chapter in a book	3 per book or chapter in a book		Type: 3. Publications and productions/creations Activiteit: Author
	Receiving a prize	0.2 per prize		Type: 5. Project proposals and recognitions Activiteit: Individual scientific prize
	Article in a non-refereed journal, reader or series ¹²	0.5 per published article		Type: 3. Publications and productions/creations Activiteit: Author
	Editor of a book or thematic issue of a journal (with or without peer review) ¹³	2 per book or issue		Type: 3. Publications and productions/creations Activiteit: Editor or editorial board member
	Review published in an academic journal	0.1 per article review 0.2 per book review		Type: 3. Publications and productions/creations Activiteit: Author
	Research report ¹⁴	0.5 per report		Type: 3. Publications and productions/creations Activiteit: Author

3. Reflecting on activities

Which skills do you develop while supervising a master thesis?



Photo by [Desola Lanre-Ologun](#) on [Unsplash](#)

3. Reflecting on activities

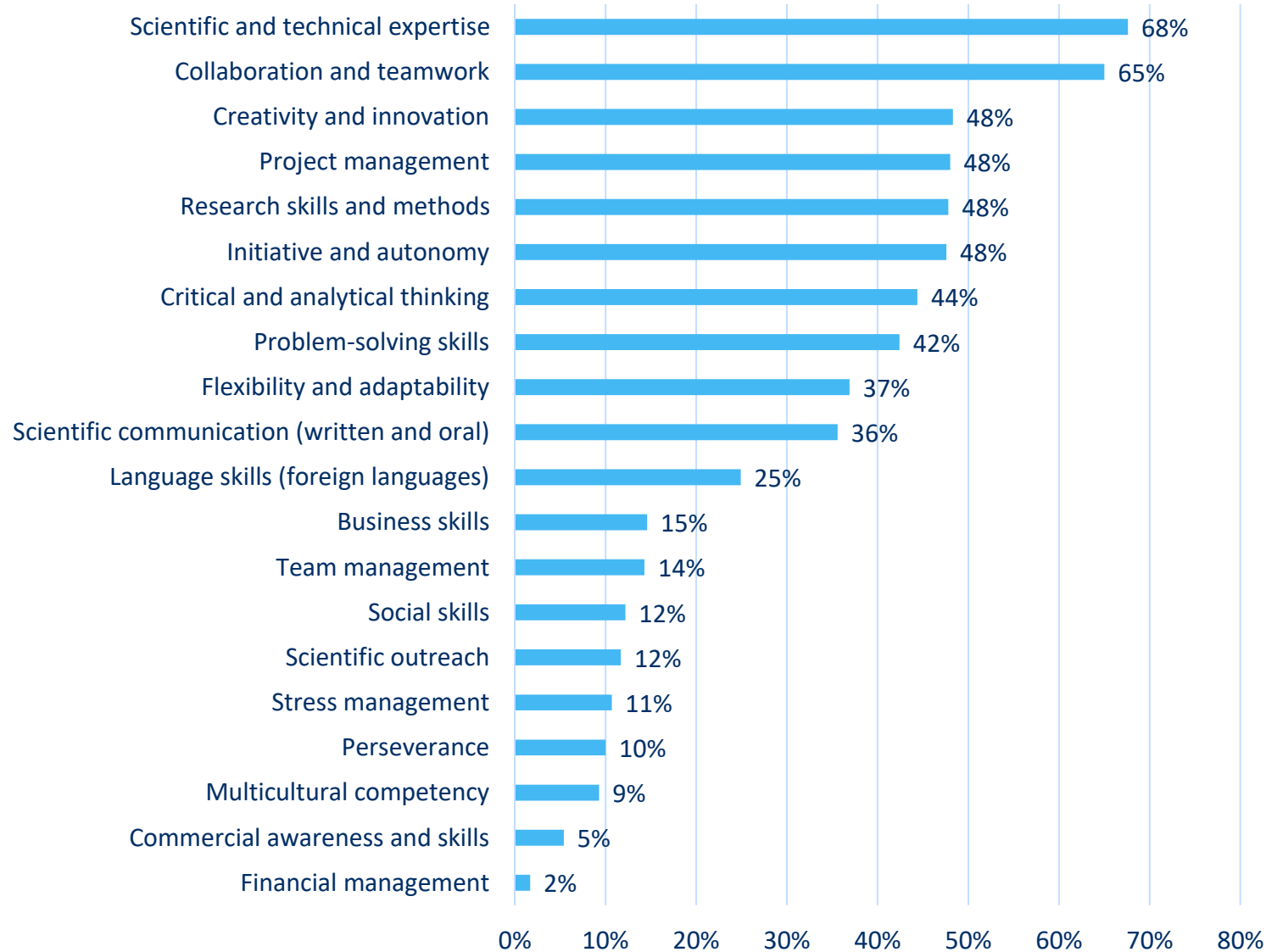
Moving onto a **next job** after your PhD will be easier if you:

- are **self-aware** of your strengths and weaknesses
- have (and are aware of) a wide range of competences (**“a broad professional profile”**)
- can **explain the added value of your PhD** especially in a non-academic setting
- can demonstrate the **transferability** of your skills (e.g. see next slide)



Photo by [Vince Fleming](#) on [Unsplash](#)

3. (future) career skills



Source: FNRS, REPORT #1
June 2022,
[report_employers.1.pdf \(frs-fnrs.be\)](https://frs-fnrs.be/report_employers.1.pdf)

Practical

- Doctoral Study Programme = mandatory but above all a **unique opportunity!**
- Yearly submission of progress report and evaluation by a peer review commission
- To complete the doctoral study programme:
 - **A minimum number of points** must be obtained to make it an equal effort for all PhD researchers
 - Points must be obtained **in different categories** to achieve a broad professional profile
 - You meet all requirements (e.g. max. points per category...) as laid out in the **faculty PhD regulations**

More information in the [explainer videos](#) & during the session “*All the practicalities to successfully conclude your doctoral study programme*”

4. Charter for PhD researchers

- **Appendix 1: Charter for PhD researchers**
 - The charter for PhD researchers **prescribes common practice** for all parties involved in the PhD process
 - Involved parties: PhD researcher, supervisor(s), IPC, faculty PhD coordinator, ombudsperson, ADS...
 - The document complements the [university's general PhD regulations](#), the faculty PhD regulations, as well as the various staff regulations that may apply to PhD researchers
 - The commitments expressed in the charter are **not legally binding**
- **The charter can serve as**
 - A tool to shape the **supervisor-PhD researcher relationship**. The charter is preferably discussed at the start of the PhD.
 - A point of reference for all parties involved in case **problems arise** in the collaborative relationship as well as in the process of **remediation or conflict resolution**.

4. Charter for PhD researchers

PhD researcher

The PhD researchers are expected to:

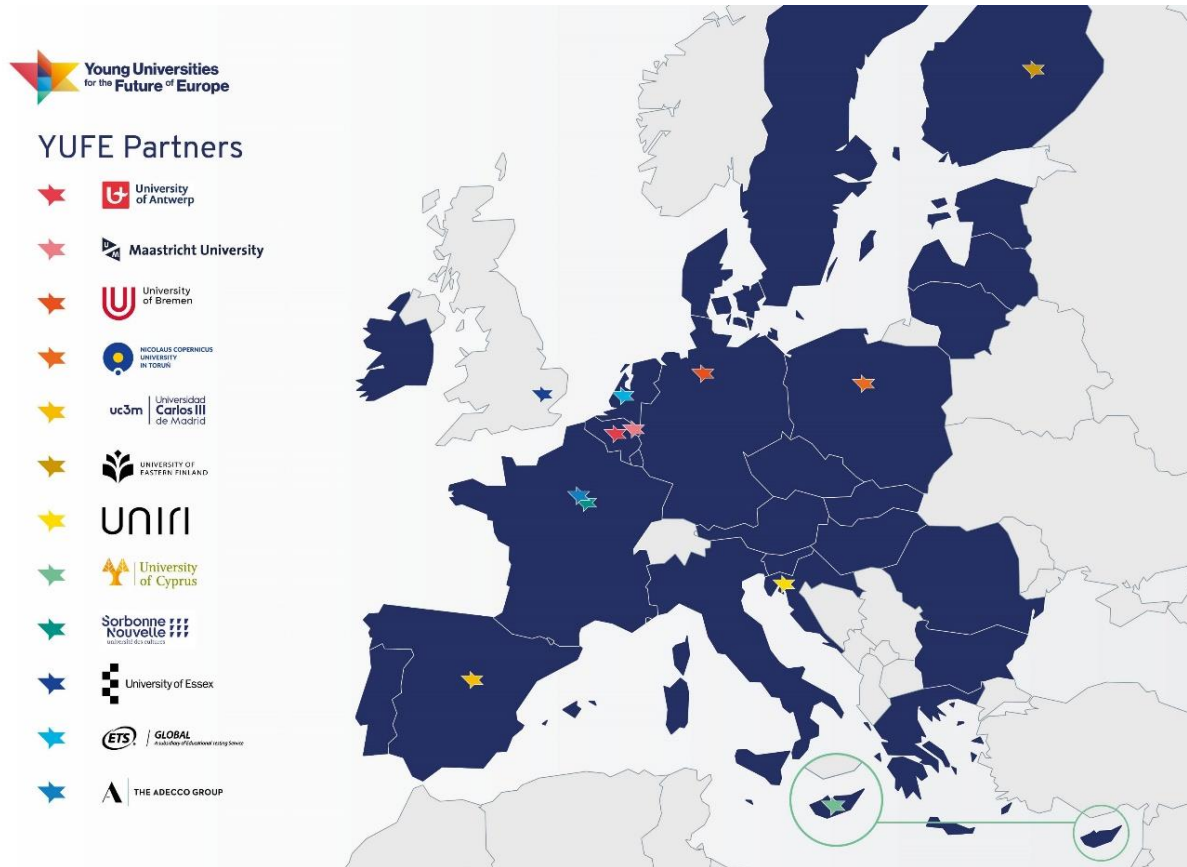
1. take the necessary administrative steps to start the PhD process, including registration as a PhD student, and renewing this registration each year;
2. draw up a research plan with the supervisor(s) as soon as possible, and carry out research efficiently and to the appropriate standard, within the proposed time frame;
3. conduct research according to the principles of research integrity, as endorsed by the University of Antwerp. Violations of research integrity include plagiarism, fabrication and falsification of data, and conflicts of interest;
4. be committed to participating in the mandatory doctoral study programme organised by the Antwerp Doctoral School and to following up on their progress on a regular basis;
5. submit their work on a regular basis to the supervisor(s), ensuring a reasonable time frame to review the texts;
6. submit a progress report on the PhD research according to the agreed deadlines;
7. submit an annual progress report on the doctoral study programme;
8. submit the written report of their research within the agreed deadlines to allow sufficient time for comments and discussion;
9. decide when they will submit their thesis, taking into account the opinion of the supervisor(s);
10. inform the department/faculty administration office, the Antwerp Doctoral School and the Registrar's Office, as well as their supervisor(s), if they decide to terminate the PhD ahead of time;
11. bring any problems, including those of a social or medical nature, to the attention of their supervisor(s), highlighting any issues that could affect their PhD work;
12. act in accordance with the core values of the University of Antwerp;
13. make arrangements with the supervisor(s) about working hours and leave within the prescribed regulations of the University of Antwerp and of the research group;
14. be aware of the social provisions available for illness, pregnancy, etc. according to the applicable staff regulations;
15. inform themselves about their role and responsibilities in the field of intellectual property and confidentiality, which can be found on the Antwerp Doctoral School website, and to reach out to the Valorisation Office (Technology Transfer Office - TTO) in case of questions or for further assistance regarding these matters.

Supervisor

The supervisor(s) is (are) closely involved with the doctoral study programme of the PhD researcher. The supervisor(s) is (are) expected to:

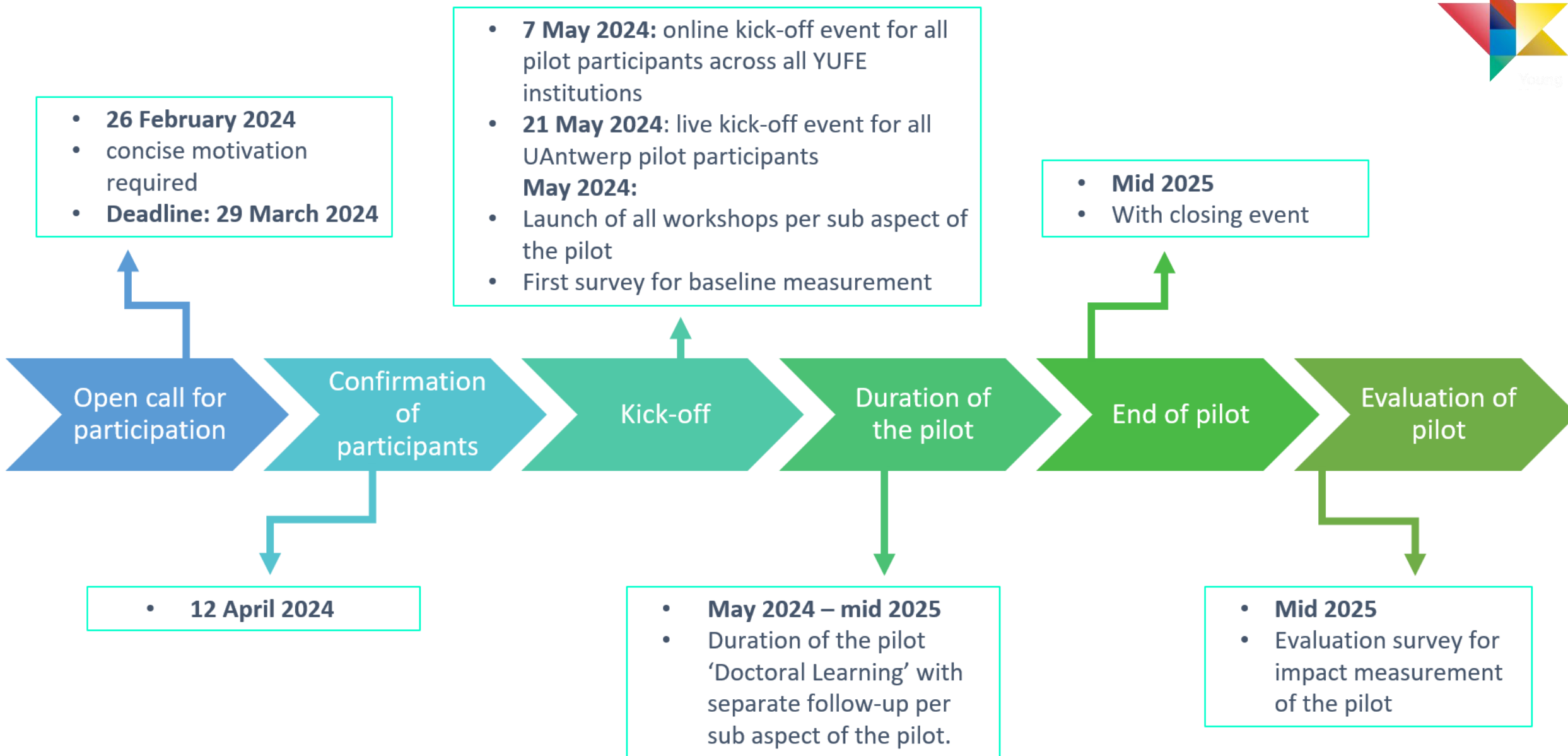
1. arrange the initial reception of the PhD researcher within the research group, the department and/or faculty. The supervisor explains the daily operation of the research group, introduces the PhD researcher to colleagues and makes the PhD researcher aware of concrete agreements within the research group;
2. facilitate contact between the PhD researcher and members of the individual PhD commission (IPC);
3. inform the PhD researcher about the principles of research integrity, as endorsed by the University of Antwerp. The supervisor should set an example in the realisation of these principles;
4. make the PhD researcher aware of the core values of the University of Antwerp;
5. guide the PhD researcher in developing a research plan, and discuss with the PhD researcher a realistic timetable and associated research methods;
6. notify the PhD researcher when specific steps need to be taken in the context of intellectual property rights (IPR) (article 75c), in collaboration with the Valorisation Office of the University's Department of Research, Innovation and Valorisation Antwerp (RIVA);
7. provide information to the PhD researcher, where necessary, on sourcing funding for additional research activities in the framework of the PhD, as well as for the equipment necessary for the PhD research;
8. be available to discuss all aspects of the research at least twice per semester;
9. encourage the PhD researcher to present their scientific work at various forums; keep the PhD researcher informed of relevant conferences, seminars, summer schools, workshops and similar opportunities; and explain how the PhD researcher can keep up to date with such opportunities;
10. encourage the PhD researcher to publish their scientific work and help the PhD researcher find the appropriate channels for this purpose;
11. discuss the division of time between research and education and ensure that the teaching assignments and other tasks of the PhD researcher are carefully planned, so that the completion of the PhD within the prescribed period is not compromised;
12. discuss the PhD researcher's training needs with him/her/them, based on the competence profile of the ADS, and provide advice on how these needs can be met within the framework of the doctoral study programme;
13. determine a realistic and detailed timetable with the PhD researcher for the completion of their research and for the writing of their thesis;
14. regularly review draft versions of the thesis and give constructive feedback to the PhD researcher;
15. review incremental progress made and, in consultation with the PhD researcher, adjust the objectives of the PhD research in light of this progress and any external factors (for example newly published findings);
16. support the PhD researcher as far as possible in valorising their research work through publications, and in the case of co-authorship, by acknowledging the actual share of work performed by the PhD researcher;
17. inform the PhD researcher about the faculty/department regulations and administration relevant to the PhD;
18. make the PhD researcher aware of various career options, even in the non-academic sector;
19. make arrangements with the PhD researcher about working hours and leave within the prescribed regulations of the University of Antwerp and the research group;
20. if the nature of the research requires confidentiality, in consultation with the Valorisation Office and prior to the discussions by the IPC, contact the chair of the IPC to take the necessary measures to maintain confidentiality.

YUFE Pilot 'Doctoral Learning'




As a YUFE partner, the University of Antwerp will pilot the YUFE DIOSI model on Doctoral Learning **from May 2024 until mid 2025**:

1. evaluation of the embedding of the [YUFE-DIOSI vision](#) on Doctoral Learning at UAntwerp;
2. internationally organised non-discipline specific **training sessions**;
3. a **personal development plan**;
4. a **research plan**;
5. a non-academic **mentor** as additional career and personal development support.



5. Information | website: www.uantwerpen.be/ads (Dutch/English)

 University of Antwerp


Login ▾ NL | EN




🏠 ANTWERP DOCTORAL SCHOOL

[PhD procedure](#) [Doctoral study programme](#) [Regulations and documents](#) [Joint PhD](#) [Support](#) [News](#) [Contact](#)

Antwerp Doctoral School

Helps PhD candidates complete the PhD successfully and prepares for their future career inside or outside academia





5. Information | monthly ADS newsletter (via student account!)

ADS Newsletter



Stay tuned for training opportunities, events
and regulations for doctoral researchers!



ADS Training offer

Have you already enrolled for an ADS course? We have some available places in the following ADS courses:

- [Academic Confidence](#)
- [Active Bystander Training](#)
- [Applying for a job](#)
- [Creating a scientific poster \(online\)](#)
- [Grow your Network](#)
- [Intro to Data Management Plans](#)
- [Personal Development Plan PhD](#)
- [Speed Reading](#)

Registration: via [SisA Selfservice Student](#)

5. Contact

GENERAL QUESTIONS



doctoralschool@uantwerp.be

QUESTIONS REGARDING ADS COURSES



ADScourses@uantwerp.be

QUESTIONS REGARDING JOINT PhD



JointPhD@uantwerp.be

QUESTIONS OJO CALL



OJOcall@uantwerp.be

Team ADS

Policy, career development

Dr Kristien Daems



YUFE

Dr Margaux Kersschot



Policy, OJO call

Dr Stephan Missault



Policy, YUFE

Karolien van Dessel



**Communication, joint PhD,
doctoral study programme**

Katleen Anthierens



**ADS courses, communication,
doctoral study programme**

Catherine Bayart



**Joint PhD, educational
credit, communication**

Jana Cuyvers



**Educational credit,
OJO call, joint PhD**

Kristel De Poorter



**Joint PhD,
educational credit**

Simone Kramer



**ADS courses,
doctoral study programme**

Jeannine Veenendaal



Coordination, policy, YUFE

Dr Karla Tersago



6. Need help? – Supervisor and faculty level



Supervisor(s) and individual PhD commission (IPC)



Administrative contacts (faculty): practical questions about admission procedures for PhD researchers, research progress reports, submission, defence...



Faculty ombudspersons or academic contacts (faculty): advice, contact in case of problems with supervisor...

6. Need help? – Central level



Staff of Antwerp Doctoral School: educational credit, study programme including progress report, joint PhDs...

ADS confidential counsellors specific for PhD researchers:

Karla Tersago, Kristien Daems, Stephan Missault & Margaux Kersschot



Central (or faculty) ombudsperson

More information in the next session on wellbeing initiatives

6. Need help? – Peer researchers



Representation of PhD researchers

- PhD representatives in the **Bureau & Board of ADS**
- **VABAP**: the association for Assistant (AAP) and Contract Academic Personnel (BAP)
- Several associations of PhD researchers

More information in the session on
associations, courses and initiatives

