



# Doctoral Training Programme 2022/23 HANDBOOK

**YEAR 2**

Aligned Students

**Imperial College  
London**



**ROYAL  
HOLLOWAY  
UNIVERSITY  
OF LONDON**

<b>Welcome back</b> .....	<b>1</b>
<b>The DTP Team</b> .....	<b>2</b>
BBSRC DTP Director.....	2
BBSRC DTP Manager.....	2
BBSRC DTP RHUL Lead.....	2
BBSRC DTP Cohort Leader.....	2
BBSRC DTP Administrator.....	3
PG Research Administrator.....	3
<b>What to expect</b> .....	<b>3</b>
A student-centred approach.....	3
<b>1-2-1 support</b> .....	<b>4</b>
<b>Quantitative Skills Training</b> .....	<b>5</b>
<b>PhD Student Placement</b> .....	<b>6</b>
<b>DTP Cohort Training and Workshops</b> .....	<b>6</b>
Annual Symposium.....	6
Careers Speaker Series.....	6
Upcoming Events.....	7
Requesting Training and Workshops.....	7
<b>The Graduate School Workshops</b> .....	<b>7</b>
<b>Disability Support</b> .....	<b>8</b>
<b>Further Resources</b> .....	<b>8</b>
<b>Contact Us</b> .....	<b>9</b>
<b>Addendum 1 (Training Event Table)</b> .....	<b>10</b>

## Welcome back

Welcome to the second year of your PhD. We are excited to provide you with a wholly face-to-face training and cohort building programme for the first time. As for your first year we have put together a training package that we think is suited to your stage of education and we hope that you find all the courses and events useful. However, this is very much your training programme and we want to hear from you if there are other activities that you would like us to run or if you have feedback on the programme in general ([ntp@imperial.ac.uk](mailto:ntp@imperial.ac.uk)). There is money available for you to run your own event. So discuss amongst yourselves and with your student rep and let us know if this is something you would like, as a cohort, to take advantage of.

We will move to a newsletter form of communication this year. The newsletters will arrive in your inbox roughly once a month and will have details of upcoming events as well as other important information relevant to the training programme. We hope that this form of communication will be much more effective. As always don't hesitate to reach out directly or through your student rep, Charlotte ([c.manser21@imperial.ac.uk](mailto:c.manser21@imperial.ac.uk)), if you have any issues you would like to raise with us about the newsletter or anything else.

We look forward to seeing you all again at our Welcome event for the new first year PhD students on **21<sup>st</sup> October (see details below)**. This will be a great opportunity to see your own cohort again as well as mix with the other year groups.

Bernadette Byrne

Director of the BBSRC DTP

## The DTP Team

### BBSRC DTP Director



#### Prof Bernadette Byrne

Bernadette's role is to oversee the overall successful delivery of the training programme ensuring that you are given the appropriate training and support to complete your PhD and that you have every chance to exploit all development opportunities available to you both at Imperial College London and Royal Holloway University of London.

[b.byrne@imperial.ac.uk](mailto:b.byrne@imperial.ac.uk)

### BBSRC DTP Manager



#### Dr Nadia Guerra

Nadia looks after the day-to-day management of the programme and is your direct contact to discuss PIPS placements. Nadia ensures that students recruitment, supervision and training are effectively delivered towards getting the best possible experience throughout the programme.

[n.guerra@imperial.ac.uk](mailto:n.guerra@imperial.ac.uk)

### BBSRC DTP RHUL Lead



#### Prof Vincent Jansen

Vincent is the academic lead at RHUL and can provide help and advice on the programme to students registered there.

[vincent.jansen@rhul.ac.uk](mailto:vincent.jansen@rhul.ac.uk)

### BBSRC DTP Cohort Leader





### **Dr Tolga Bozkurt**

Tolga is responsible for the management and administration of cohort activities including organisation of cohort delivered Graduate School courses, careers events and the Annual Symposium. If you have any activities that you would like us to organise for you or help in organising your own cohort event, please contact Tolga.

[o.bozkurt@imperial.ac.uk](mailto:o.bozkurt@imperial.ac.uk)

### **BBSRC DTP Administrator**



### **Rozan Hamilton-Nixon**

Rozan is the initial point of contact for all BBSRC DTP issues. She is responsible for obtaining and managing all data relevant to the DTP students, supervisors, and the research projects. She will liaise with you directly to organize events and request information as required. She maintains and updates our database of PIPS placements and will monitor all aspects of your DTP focused training. She is responsible for recording the outputs of your individual studentships and will ask for updates on presentations, publications, training events and your PIPS placement.

[r.hamilton-nixon@imperial.ac.uk](mailto:r.hamilton-nixon@imperial.ac.uk)

### **PG Research Administrator**



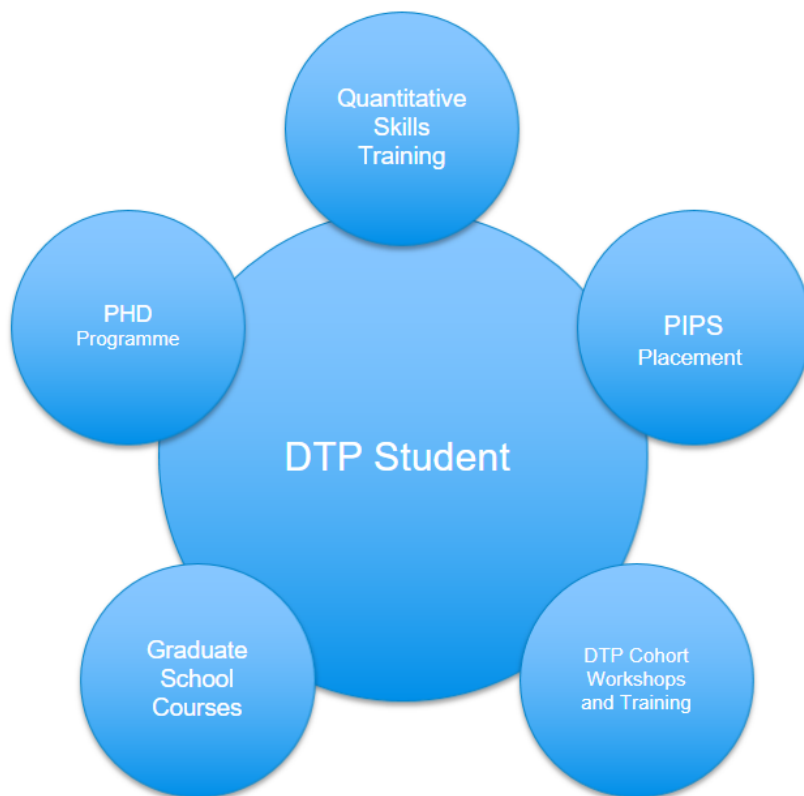
### **James Ferguson**

James oversees administration of all DTP funds. All funds will be managed via this single point source in the Department of Life Sciences. If you have issues with any financial aspects of your studentship, contact Rozan in the first instance who will then liaise with James.

[james.ferguson@imperial.ac.uk](mailto:james.ferguson@imperial.ac.uk)

## **What to expect**

### **A student-centred approach**



The Doctoral Training Programme centres around you, the student, with training and activities that support you through, and alongside, your PhD programme.

This includes:

- Quantitative skills education provides maths and computing training for bioscience researchers.
- Placement within business or industry to aid your professional networking (not mandatory for students funded by the Department of Life Sciences or aligned with the DTP, see page 5 for further information); and PIPS placements for BBSRC funded students into business and industry to aid your professional networking.
- Workshops and training planned and developed throughout the academic year to support the DTP cohorts' interests, areas of research and cohort building
- Training and workshops aimed at professional development through Imperial College London's Graduate School.

More comprehensive information on these activities and further resources are detailed through the rest of this handbook.

### 1-2-1 support

As last year 1-2-1 meetings will be held twice a year either face-to-face or remotely with your assigned DTP mentor. We will contact you in due course with the dates for these. Please continue to use these as an additional route to tell us how we can support you better. However, if there is something specific you would like to tell us then feel free to contact us directly via email at any point.

## Quantitative Skills Training

There is a strong quantitative skills component to the DTP. We recognise that there is no one size fits all approach to this given that our students come from a wide variety of academic backgrounds. Thus, you are free to choose three courses from the list provided below that best suit your specific needs.

A form (linked below) must be completed by the 10 November 2022 with the three selected courses that you will be completing. It is **an absolute requirement** of the DTP that you complete these training courses.

If you have not yet completed the basic courses below:

[Data exploration and Visualization](#)

[R Programming](#)

[Data Processing with R](#)

Whereas if you are more experienced then you're better taking:

Advanced programming: [Introduction to Python \(online self-study\)](#)

[Introduction to C++](#)

Machine learning: [Introduction to Machine Learning](#)

[Machine Learning with Python](#)

Software Engineering: [Essential Software Engineering for Researchers](#)

[Using Git to Code, Collaborate & Share](#)

Alternatively you can attend the mini workshop series detailed below

A short series of mini-project-based workshops to develop your data science skills, focused on some of the most common types of analysis in life sciences. Four weekly workshops (online on Teams). It is strongly recommended that you attend all 4 workshops to get exposure to the full range of methods. To a certain extent, the projects will be building on each other from week to week. You will need to be willing to commit approximately 2 hours to work on the mini-project during the week before each workshop. Please note that this course is not for R beginners: this is an intermediate-level course that assumes you have prior experience of programming in R.

### Pre-requisites:

- Essential: familiarity with the R language (e.g. have attended the Introduction to R graduate school course).
- Strongly recommended: familiarity with the tidyverse libraries for data handling and graph plotting (e.g. have attended the Data Processing with R graduate school course).

7/03/2023	Working with data: Databases, data wrangling and hypothesis testing	14:00 – 15:00
14/03/2023	Linear models: Predictive models with one or more explanatory variables	14:00 – 15:00
21/03/2023	Genomics: Analysis of RNA-seq data using	14:00 – 15:00

the bioconductor package

28/03/2023    Simulation: ODE and stochastic simulations    14:00 – 15:00  
of biochemical systems

To Book this course you will need to log into the booking system (Inkpath) with your imperial email address and username by no later than 9 February 2023, 9:00. Booking link: <https://tinyurl.com/cohort-r-lifesciences>

If you need further help deciding which courses are best to take then please contact the Cohort Leader, Tolga Bozkurt ([o.bozkurt@imperial.ac.uk](mailto:o.bozkurt@imperial.ac.uk)).

*[Complete this form](#) by the 10 November indicating which courses you have selected to take, we will follow up on completion.*

## PhD Student Placement

### Requirements for students funded by Department of Life Sciences, Imperial College London only

For students funded on Department of Life Sciences PhD scholarships, it is possible to undertake a placement of up to 3 months in length. Please note that the placement is not mandatory, and you will only be able to take one of these upon approval from your supervisor. The timing and duration of the placement both must be discussed and agreed with your supervisor, although in theory it is possible to undertake this at any point during the PhD. Once a placement is confirmed, students **must** complete a *Placement Proforma*, attach a work contract or Memorandum of Understanding, get the *Placement Proforma* signed by your supervisor and send it to [dtp@imperial.ac.uk](mailto:dtp@imperial.ac.uk) for the DTP Management Committee to approve. **The *Placement Proforma* should be sent no later than four weeks in advance of the placement start date.** Please contact Nadia Guerra ([n.guerra@imperial.ac.uk](mailto:n.guerra@imperial.ac.uk)) if you would like to obtain more information.

Note students aligned to the DTP are not required to complete a placement

## DTP Cohort Training and Workshops

Throughout the academic year there are a variety of training and cohort events delivered as part of the DTP. DTP students are expected to attend all the events as detailed below. ***Please note that it is mandatory to attend any GS courses organised through the DTP.***

### Annual Symposium

This year our annual symposium will be held on **Thursday 6th July 2023** and is compulsory for all DTP students to attend. Further details will follow nearer the time. Students in the first year are invited to give a 5 minute, 1 slide presentation of their PhD project. Second year students will present posters and selected third year students will give 10 minute oral presentations. The annual symposium is also an opportunity to hear the experiences of students who have recently returned from their PIPS placement. We invite a world-leading expert to give a research presentation at the Symposium, so let us know if you have ideas for speakers. This event is likely to be held face to face and precise details of the location will follow later in the year.

### Careers Speaker Series

Starting in 2023 we will be running a series of Careers Events open to all years of the DTP. Speakers from a range of different academic and industrial settings will share their career experiences. We anticipate that these will include former DTP students. The details of the



different events will be communicated to you via email. If you have any suggestions or requests for topics or speakers for this series, send them to [ntp@imperial.ac.uk](mailto:ntp@imperial.ac.uk). The dates for this series are given below.

Date	Time
16 <sup>th</sup> March 2023	17:00 – 18:00
22 <sup>nd</sup> June 2023	17:00 – 18:00

### Upcoming Events

Cohort events in academic year to look forward to.

Date	Event	Time
21 <sup>st</sup> October 2022	Welcome Back (in-person, Flowers G47)	16:45 - 18:00
5 <sup>th</sup> December 2022	Lunch Social Catch-up (in-person)	12:30 – 13:30
15 <sup>th</sup> December 2022	Xmas event (in person)	17:30 – 20:30
10 <sup>th</sup> February 2023	Lunch Social	13:00 – 14:00
11 <sup>th</sup> May 2023	Away Day	All Day
6 <sup>th</sup> July 2023	Annual Symposium (in person)	All day

### Requesting Training and Workshops

We aim to offer training and workshops to support DTP students' needs, research areas and topics. You can email [ntp@imperial.ac.uk](mailto:ntp@imperial.ac.uk) if you have any requests for training, workshops or speakers.

### The Graduate School Workshops

The Graduate School at Imperial College London runs a variety of workshops to support PhD students in their professional development. The following courses will be taking place in the Autumn and Spring terms for the second year DTP Cohort. **Imperial College Students must book into each course**; see details on how to do this below.

Date	Course	Time
08/11/2022	Enhance your Leadership Skills (in-person)	14:00 – 17:00
29/11/2022	Academic Resilience (in-person)	10:00 – 13:00
11/01/2023	Effective CVs and Applications (in-person)	10:00 – 12:00
16/01/2023	Writing Papers: Publications (online)	14:00 – 16:30

### How to book into Graduate School courses

You must book into **all** courses listed above by no later than Monday 17<sup>th</sup> October 2022. See booking links below. You will need to log into the booking system (Inkpath) with your imperial email address and username.

1. **Enhance your Leadership Skills**

Booking Link: <https://tinyurl.com/cohortenhanceleadership081122>

*Your tutor, Paul Seldon, will provide all pre-course information approximately two weeks before the course is due to take place.*

2. **Academic Resilience**

Booking Link: <https://tinyurl.com/cohortacademicres291122>

*Your tutor, Paul Seldon, will provide all pre-course information approximately two weeks before the course is due to take place.*

3. **Effective CVs & Applications**

Booking Link: <https://tinyurl.com/cohortcvs110123>

*You will receive all pre-course information from the booking system, Inkpath. Keep this for your records and add the course to your Microsoft Outlook calendar*

4. **Writing Papers: Publications**

Booking Link: <https://tinyurl.com/cohortpublicationmed160123>

*Your tutor, Paul Seldon, will provide all pre-course information approximately two weeks before the course is due to take place.*

*Please note, you will need to complete pre-course tasks as well as fully attend the live session to receive a course credit. If you have any problems, please contact the [graduate school](#) directly.*

## Disability Support

The DTP will support the accommodation of reasonable adjustments to allow students with disabilities to complete their research projects. In order to access these funds, in the form of a Disabled Student Allowance, contact the DTP ([dtp@imperial.ac.uk](mailto:dtp@imperial.ac.uk)) to make an appointment to discuss your specific requirements.

The [Disabled Advisory Service](#) at Imperial College are here to help support students with declared disabilities, long standing medical conditions, specific learning difficulties and mental health conditions.

## Further Resources


### The DTP website

Visit our website to learn more about the programme, upcoming events, the DTP student representatives, and featured DTP students. If you would like to be included on the *Student Spotlight* page, you can submit your information [here](#).

 <https://www.imperial.ac.uk/bbsrc-doctoral-training-partnership>

**Activate Student Mentoring Programme to PhD students of Black heritage**

The Activate Mentoring Programme seeks to match mentees with mentors who have insight and understanding of the educational experience of students of Black heritage and the challenges they face within education and navigating College life.

 <https://www.imperial.ac.uk/students/academic-support/graduate-school/community-support/activate-student-mentoring-programme/>

## **Changes due to Coronavirus (COVID-19)**

### **Imperial College London Students**

The College will keep you informed about any further changes that may affect you due to the impact of coronavirus (COVID-19). The COVID-19 FAQs on the website are a repository of helpful information and the latest guidance can be found at:

 <https://www.imperial.ac.uk/about/covid-19/>

## **Contact Us**

The first point of contact for any queries relating to the DTP is to email [dtp@imperial.ac.uk](mailto:dtp@imperial.ac.uk).

## Addendum 1 (Training Event Table)

DTP - YEAR 2			
OCTOBER	TIME	EVENT	VENUE
21-10-2022	16:45 - 18:00	Meet & Greet Welcome Event	G47a&b, Flowers Building, South Kensington Campus
NOVEMBER	TIME	EVENT	VENUE
08-11-2022	14:00 - 17:00	Enhance Your Leadership Skills (GS)*	In-person, South Kensington Campus (venue details provided on booking)
29-11-2022	10:00 - 13:00	Academic Resilience (GS)*	In-person, South Kensington Campus (venue details provided on booking)
DECEMBER	TIME	EVENT	VENUE
05-12-2022	12:30 - 13:30	Lunch Social Catch-up	G47A, Flowers Building, South Kensington Campus
15-12-2022	17:30 - 20:30	Xmas Event	in-person - TBC
JANUARY	TIME	EVENT	VENUE
11-01-2023	10:00 - 12:00	Effective CVs & Applications (GS)*	In-person, South Kensington Campus (venue details provided on booking)
16-01-2023	14:00 - 16:30	Publications: Writing Papers (GS)*	Online
FEBRUARY	TIME	EVENT	VENUE
10-02-2023	13:00 - 14:00	Lunch Social Catch-up	SECB 701 Common Room
MARCH	TIME	EVENT	VENUE
16-03-2023	17:00 - 18:00	Speaker Series - March Event	121, SAFB, South Kensington Campus
APRIL	TIME	EVENT	VENUE
No Events			
MAY	TIME	EVENT	VENUE
11-05-2023	All Day	Away Day	Silwood Park Campus
JUNE	TIME	EVENT	VENUE
22-06-2023	17:00 - 18:00	Speaker Series - June Event	121, SAFB, South Kensington Campus
JULY	TIME	EVENT	VENUE
06-07-2023	All Day	Annual Symposium	In-person, venue TBC

**NB** This schedule does not include your Quantitative training. You must book into your chosen 3 data skills training courses as detailed in the handbook

\* Ensure you book into these Graduate school courses by **17 Oct**. See handbook for booking links and details.

**Other Important Deadlines:**

17-10-2022	Graduate school courses booking deadline - see handbook for booking links and instructions, pg. 8
10-11-2022	Quantitative Skills Training course selection form, complete the form linked in your handbook, pg. 5 & 6
09-02-2023	Data Science mini-workshops booking deadline, see handbook for booking links and information, pg5&6