

Research Essentials 2009

The Melbourne Research Office **Research Essentials Lunchtime Seminar Series** (previously the "How To..." *Lunchtime Seminar Series*) is a practically focused program offering academic staff, researchers and research administrators an introduction to a range of topics related to undertaking and managing research at the University.

To register for these seminars and obtain further details please visit the **Melbourne Research Office** Seminars and Development Programs webpage -

www.research.unimelb.edu.au/infosessions/

Research Ethics and Integrity Program

Understanding the principles of research ethics and integrity, and the responsibilities that researchers all have under the *Australian Code for the Responsible Conduct of Research* and the University's own *Code of Conduct for Research*, is of critical importance to all researchers. Deviations from the expectations of your peers, the University and the community can have serious consequences for you, your research and the University more broadly.

The Research Ethics and Integrity Program, as part of **Research Essentials**, covers key aspects of both Codes and describes how these are implemented in the University. Other related areas, such as human and animal ethics and laboratory compliance, are also included. (See seminars indicated by pink shading in the schedule overleaf.)

All University academic and professional staff who are engaged in research or research management are encouraged to attend.

Further more detailed training is available in each of these areas - for details follow the links from the Melbourne Research Office website www.research.unimelb.edu.au to Human Ethics, Animal Ethics and Gene Technology & Biosafety.

Seminars about Specific Grant Schemes

In addition to the Research Essentials seminar series the Melbourne Research Office provides a large number of ARC, NHMRC and other scheme-specific grant information sessions throughout the year.

These seminars will be listed on the web at www.research.unimelb.edu.au/infosessions/ and also advertised in StaffNews and the Melbourne Research & Grants Bulletin www.research.unimelb.edu.au/researchbulletin/.

Venue Locations

A map of the University's Parkville campus is available at: www.pb.unimelb.edu.au/campusmaps/parkville.pdf

Alan Gilbert Building (Bldg No. 104)
161 Barry Street (corner of Grattan Street)
• Theatre 1 is on Ground Level
• Theatres 2, 3 and 4 are on Level 1

Further Information

For information about other programs for researchers and administrators, please visit our website www.research.unimelb.edu.au/infosessions/

To receive all the latest research services news, subscribe to the Melbourne Research and Grants Bulletin www.research.unimelb.edu.au/researchbulletin/

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Level 5, Alan Gilbert Building (cnr Grattan & Barry Streets)
The University of Melbourne, Victoria, 3010
www.research.unimelb.edu.au



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Research Essentials 2009 Lunchtime Seminar Series

Melbourne Research Office



THE UNIVERSITY OF
MELBOURNE

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2009 Research Essentials

Melbourne Research Office - Lunchtime Seminar Series

Registration and further seminar details at www.research.unimelb.edu.au/infoessions/

Date	Topic	Venue
Thursday 12 March	Protecting yourself, your research and your university: Research integrity and the Code of Conduct for Research What are the elements of ethical research and research with integrity? This session will introduce you to some concepts and the rules and regulations that apply to all research.	Theatre 2 Alan Gilbert Building
Wednesday 18 March	Getting through the jungle: Determining what regulatory approvals you need for your research Advice on identifying the approvals and permissions you need in order to conduct your research.	Theatre 2 Alan Gilbert Building
Tuesday 24 March	Keeping your lab running: Compliance requirements for biological research Covers OGTR requirements, biosafety requirements, AQIS requirements and some others. Also includes some useful tips for keeping your laboratory compliant.	Theatre 2 Alan Gilbert Building
Wednesday 25 March	Human research ethics essentials Human ethics principles, University application and review procedures, what ethics committees look for, researcher obligations, where to get help.	Theatre 2 Alan Gilbert Building
Thursday 2 April	Looking for research funding? Tools and strategies for grantseekers An introduction to finding funding opportunities and an explanation of how to apply to the Research Office through Themis Submissions.	Theatre 2 Alan Gilbert Building
Wednesday 8 April	The shifting sands of animal experimentation Learn how institutional and community-based checks and balances governing the use of animals in research and teaching encourage improved animal welfare, better science and ethical research.	Theatre 2 Alan Gilbert Building
Tuesday 21 April	Keeping track: Managing your research data and records All research data and records must be kept for at least five years from the date of publication. What other requirements are there? What support does the University provide?	Theatre 2 Alan Gilbert Building
Thursday 23 April	Calculating budgets for research grants and contracts Using the budget form as an aid to calculating research costs. Compliance with University and Competition policy.	Theatre 1 Alan Gilbert Building
Thursday 30 April	Knowledge Transfer Grants. What are we looking for? An introduction to the Knowledge Transfer Grants and Awards scheme. What makes a good Knowledge Transfer Project Grant application, what the grants committee looks for (and does not want to see), and the scheme's place within Knowledge Transfer more broadly.	Theatre 2 Alan Gilbert Building
Tuesday 12 May	Assigning authorship and publishing with integrity What makes someone an author? How can this be decided? Does it get recorded? What requirements are placed on publications?	Theatre 2 Alan Gilbert Building
Thursday 21 May	Keeping a laboratory notebook A laboratory notebook is the primary research record for lab-based researchers. How should data be recorded? Why?	Theatre 2 Alan Gilbert Building
Wednesday 27 May	eResearch: Expanding your horizons Topics will include collaborative tools, high speed networks, high performance computing, data visualisation and new University infrastructures such as OptiPortal and the life sciences computation capability.	Theatre 2 Alan Gilbert Building
Tuesday 7 July	Capturing and protecting your research outputs for commercialisation This seminar will cover the key steps you need to be aware of to ensure you are well prepared for commercialisation.	Theatre 2 Alan Gilbert Building
Tuesday 14 July	Taking your innovations to the marketplace through licensing Drawing on real-world examples, this seminar will cover the key elements of licensing as it applies in the University environment.	Theatre 2 Alan Gilbert Building
Tuesday 21 July	Building a technology start-up based around your research This seminar will cover some of the key things to think about before you start-up your new business, drawing on real-world examples.	Theatre 2 Alan Gilbert Building
Tuesday 4 August	Recognising conflicts of interest and effort What is a conflict of interest? What is a conflict of effort? What should I do if I think I have one? Why does it matter?	Theatre 2 Alan Gilbert Building
Thursday 6 August	Developing research partnerships with industry A selection of case studies presented by researchers who have undertaken successful consulting and contract research activities with industry.	Theatre 3 Alan Gilbert Building
Tuesday 11 August	Human research ethics essentials <i>(repeat of session on 25 March)</i> Human ethics principles, University application and review procedures, what ethics committees look for, researcher obligations, where to get help.	Theatre 2 Alan Gilbert Building
Wednesday 12 August	Competitive grant writing for early career researchers Best practice in writing grant applications presented by successful applicants. Major schemes will be covered.	Theatre 2 Alan Gilbert Building
Thursday 20 August	Researchers behaving badly: Reporting and managing allegations of research misconduct Who can I speak to about research misconduct? How do I know if it is research misconduct? What is the process that must be followed? What are the consequences?	Theatre 3 Alan Gilbert Building
Wednesday 2 September	Preparing for strategic partnerships Topics will include the steps involved in identifying value, understanding the potential partner's needs and interests, formulating the University's offering and preparing the way for early discussions.	Theatre 2 Alan Gilbert Building
Wednesday 9 September	Preparing for major ARC grants rounds This session will look at the funding that is available in the ARC system, how and where to apply, and how departments and individual researchers can start preparing at least six months ahead.	Theatre 2 Alan Gilbert Building
Tuesday 15 September	Managing research project funds using Themis Self Service Setting up budgets, monitoring and controlling expenditure, preparing for an audit opinion, financial reports and acquittals.	Theatre 2 Alan Gilbert Building
Wednesday 23 September	Preparing for major NHMRC grants rounds This session will look at the funding that is available in the NHMRC system, how and where to apply, and how departments and individual researchers can start preparing at least six months ahead.	Theatre 2 Alan Gilbert Building