

## **5. TRAINING AND SUPPORT**

### **5.1 Adequate provision in training and development for researchers**

It is the University's policy that all UWE Bristol staff and students conducting research should be properly trained for the research they are conducting, including the necessary understandings of research integrity.

It is the responsibility of the Project Manager, student research Supervisor or Director of Studies to identify required research skills and training needs, and to ensure that the necessary research related training is accessed by researchers, including public research partners. It is the responsibility of Executive Deans, and where appropriate Heads of Professional Services, to ensure that necessary training is made available in an appropriate and timely way. Where a University-wide approach is necessary, it is the responsibility of the Pro Vice Chancellor (Research and Business Engagement) to ensure that such research training can be effectively delivered. For undergraduate and masters student research, this will normally be covered as part of the teaching and learning process.

### **5.2 Induction**

It is the responsibility of Executive Deans, and where appropriate Heads of Professional Services, to ensure that new staff who will be conducting or supervising research are provided with an induction programme that contributes to understanding and adopting best practice as quickly as possible. This should include, where necessary, appropriate research training in, for example, legal and regulatory issues, ethics approval and consents, research design, equipment use, risk assessment, health and safety, confidentiality, research data management and data protection. Such training should be provided in a timely way, taking advantage, where appropriate, of central provision. Ensuring that necessary research induction training for students is received is the responsibility of the Director of Studies or Module Leader. All staff and students should receive necessary induction for laboratories or other specialist facilities, such as workshops and art studios, prior to being allowed access.

### **5.3 Supervision**

#### **5.3.1 Student responsibilities**

Students are responsible for following good research practice as set out in this Code. However, it is not expected that all students will start their research with sufficient knowledge of what constitutes good research practice as their research forms part of their training. It is therefore essential that students attend supervisory sessions, and take the advice of their research supervisors, and operate within the advice received from relevant committees, for example in relation to ethical scrutiny. If a student has been given advice by their supervisor and has deliberately and wilfully chosen to ignore it, the student may be personally liable.

### **5.3.2 Student research supervisor training**

The University will provide, as appropriate, training for student research Supervisors in supervisory skills through a structured programme of staff development for academic staff, and Supervisors will be required to take part in any training necessary to ensure they are able to conduct their supervisory duties. Such training needs may arise even for experienced Supervisors as, for example, legal and regulatory frameworks change, developments in research methods arise, or a particular research project being supervised is sufficiently beyond/unrelated to the Supervisor's current direct experience to necessitate training being needed. The University encourages and supports continuing professional development of this kind amongst supervisors. The Graduate School provides appropriate training for research degree students, and development sessions and opportunities to share practice for research degree supervisors.

### **5.3.3 Supervisor responsibility for student research supervision, training and support**

For taught programmes, Programme and Module Leaders play a part in ensuring that there is adequate research training and support available for students on their modules or programmes. However, the key role is the student research Supervisor, who is responsible and accountable for the management of any student research that they supervise and should ensure that students have adequate supervision, support and training. It is the student research Supervisor's responsibility to support students in conducting their research, and ensure that their training needs are met in a timely way. Supervisors are expected to draw the relevant provisions of this Code to the attention of undergraduate and masters students that they supervise.

For postgraduate research programmes, Directors of Study are responsible and accountable for the management of any student research that they supervise. Their responsibilities are outlined in the University's *Postgraduate Research Degrees: Code of Practice*. They should ensure that their students are aware of, and conduct research in accordance with the *Postgraduate Research Degrees: Code of Practice* and this *Code of Good Research Conduct*. The UWE Bristol *Code of Practice* seeks to meet the provisions of the QAA Code of Practice for the Assurance of Academic Quality and Standards in Higher Education (Quality Assurance Agency for Higher Education, 2004). Research degree students are expected to read and understand the *Code of Good Research Conduct* as it relates to their research.