

## **Enjoy the ride: Writing, Project Management and Mindset Skills for doctoral students**

**Facilitator:** Nadia Hakim

**Online course**

**Duration:** 13 hours + 1h30m troubleshooting session

**Sessions:**

Class sessions: 2022 November 11, 18, 25; December 2 | 10:00-13:15 h.

Troubleshooting session: December 13 | 12:30-14:00

**Classroom:** Virtual platform to be determined

**Credits:** 2 cross-curricular ECTS

*A minimum attendance to 75% of the course is required to obtain the credits*

### **Rationale**

Doctoral researchers are facing probably the most complex and lengthy research project of their academic lives so far, and are frequently doing this in solitude.

Even recognising these students' supervisors best efforts and intentions, the rest of obligations and demands on their schedules leave them with little margin to provide their students with the support or training for the skills they need.

These skills are related to 1) motivation and mindset, 2) project management, and 3) writing.

The availability of these skills affects dropout rates, the timing of completion, the quality of life of the PhD student, the quality of their outputs, as well as future work opportunities.

### **Goals**

This workshop is based on the idea that skills are something we learn and practice, and that the sooner we start learning them, the better.

It is addressed to you, a doctoral student in any programme (social sciences, natural sciences, or the arts and the humanities). You already have an idea for a research topic and you have already started or have even finished the empirical part of your research.

This workshop deals with the daily work processes that are often confined to your private life. It focuses on providing very practical tools that will support your work process, including three aspects: 1) Your Mindset, 2) Your Project Management Skills, and 3) Your Writing Skills.

These are skills that will serve you even after you finish the doctoral stage.

At the end of the course you will have tools to:

- Find motivation for your work,
- Think strategically about your thesis,
- Measure your own progress.
- Have a good (or even better!) relationship with your supervisor(s)
- Have a work system that adapts to your style
- Create and sustain a writing routine.
- Write the outline of the next written work-in-progress to be delivered.

### **1. Mindset (3h15)**

Why a PhD? Your present and future

The myth of the intellectual in the cavern

Take care of yourself

Manage your inner critics and connect to your strengths

### **2. Project management (3h15)**

Map your project

Design objectives you can accomplish – overcoming procrastination

Record your progress

Improve your supervision relationship and dynamics. Manage the feedback on your work

Systems for daily work

### **3. Write more, enjoy more. Getting started (1) (3h15)**

Taking notes on your readings

Studying the structure of a thesis

Writing techniques: dissolving your writing blocks

Outlining your text

### **4. Write more, enjoy more. Building momentum (2) (3h15)**

Writing to who? Find your audience

What does finding your own voice really mean?

Write an argument

Writing as a social practice: busting the myth of the loner intellectual

## 5. Group session 1 (1h30)

This is a group session to discuss some pitfalls of the process of going from research to writing and different solutions based on real cases brought up by the participants.

### Methodology

The sessions will combine explanations and time for individual and in-group practice. There will be specific assignments between one session and the next. These will be held online.

Time needed for individual practice during the week: 1 hour approximately.

### Course evaluation

To get your credits, you will have to attend to 75% of the sessions, and hand the following exercises:

- a writing plan,
- an analysis of the structure of a dissertation you especially like,
- a filled out reading card,
- an outline of your next written text.

There will be 20 seats available.

### About the facilitator

Nadia Hakim-Fernandez has a PhD in Sociology from the Open University of Catalonia (UOC) and the Interdisciplinary Internet Institute (IN3), and is the founder of Mind Academia, where she mentors researchers and non-fiction writers.

For more information, please visit: [www.mindacademia.net](http://www.mindacademia.net)

### Bibliography

Boice, R. (1990) *Professors as writers. A Self-help guide to productive writing*. Stillwater, New Forums Press.

Boyle Single, P. (2010). *Demystifying Dissertation Writing: A Streamlined Process from Choice of Topic to Final Text*. Stillwater, Stylus Publishing.

Murray, R. (2002). *Write a Thesis*. Berkshire, Open University Press.

Sword, H. (2017). *Air & Light & Time & Space: How Successful Academics Write*. Cambridge, Harvard University Press.