

Enjoy the ride: Writing, Mindset and Project Management Skills for Doctoral Students

Facilitator: Nadia Hakim-Fernández (www.mindacademia.net)

Duration: 12 hours

Sessions: 4, 11, 18, 25 of March, 2022 | 10:00-13:00 h. (CET)

Classroom: 18.0.A04, Carmen Martín Gaité Building (Getafe Campus)

Credits: 2 cross-curricular credits

A minimum attendance to 3 full sessions is required to obtain the credits.

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

Even recognising the supervisor's 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 affect 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.

Objective

This workshop is founded on the idea that skills are something we learn and practice, and that this is the place and time to learn them.

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 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 works for you,
- Create and sustain a writing routine,
- An outline of the next written product to be delivered.

Contents

4 sessions (3 hours each)

1. Mindset

Why a PhD? Your present and future
Take care of yourself
Manage your inner critics and connect to your strengths
Manage the feedback on your work
Understand and hack procrastination

2. Project management

Map your project
Design objectives you can accomplish
Record your progress
Improve your supervision relationship and dynamics.
Systems for daily work.

3. Write more, enjoy more. Getting started (1)

Taking notes on your readings.
Studying the structure of a thesis.
Writing techniques: melt away your writing blocks.
Outlining your text.

4. Write more, enjoy more. Building momentum (2)

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

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.

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

Course evaluation

To get your credit, 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.

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

Bibliography

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