

**KU LEUVEN**

# **SKILLS TRAINING FOR RESEARCHERS**

**EDITION 2022-2023**



KU Leuven. Inspiring the outstanding.



# Welcome

At KU Leuven we want to support our research staff to develop a wide range of professional knowledge and skills. In this way we want to enable you to fulfill your potential as professionals.

As a PhD or Postdoc researcher at KU Leuven, you have access to a wide range of transferable skills training. These professional skills exceed the specific topic of your research and will enhance your personal effectiveness and future employability. Whether you plan to continue your career in or out of academia, your transferable skills will be relevant.

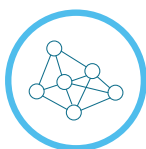
In this brochure you will find an overview of courses especially organized for young researchers. We advise you to start exploring the course offer early on in your PhD. When selecting trainings for your professional development, mind the Icons; they indicate who can subscribe for the particular training/workshop.

We leave it up to you to decide which courses you will follow, depending on your individual needs and interests. To help young researchers get a view on their competences, KU Leuven recommends to use the Researcher Development Framework (RDF) of Vitae. The Framework is designed for researchers to evaluate and plan their own personal, professional and career development. It is a model that is developed by and for researchers in collaboration with the academic, public and private sector. The model offers a common international language by which you can scale yourself. The RDF will enhance your self-consciousness and help you to make informed choices with respect to your career. Discover more about the Researcher Development Framework via this link:  
**<http://admin.kuleuven.be/vitae-researcher>**

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## Icons used for target groups

The icons used in the title box of the training indicate the target group for that specific course. Please respect these icons. Your registration will be cancelled by the organizer of the course if you have registered for a course that is not intended for you.



Doctoral School of Biomedical Sciences



Doctoral School of Science, Engineering and Technology  
(Arenberg Doctoral School)



Doctoral School for the Humanities and Social Sciences

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# Time line

- (a) all schools
- (b) Doctoral School of Biomedical Sciences
- (set) Arenberg Doctoral School
- (h) Doctoral School for the Humanities and Social Sciences

## Courses for all stages of PhD + postdocs:

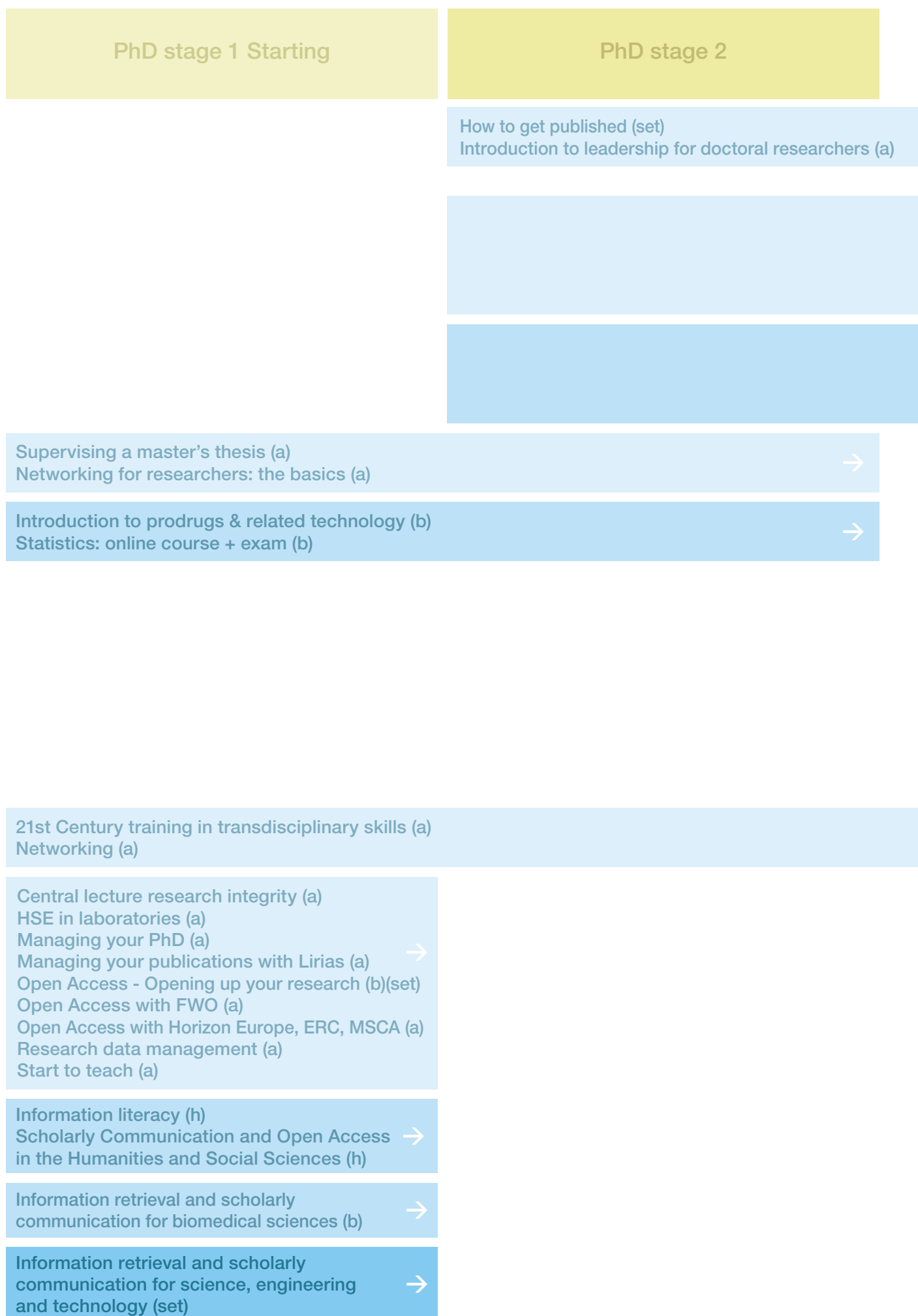
Academic presentation coaching (a)  
 Academic writing (h) (set)  
 Activating your students (a)  
 Activating your students using video assignments (a)  
 Audio recordings and podcast (a)  
 Creative problem solving for researchers (a)  
 Develop your Toledo course (a)  
 Dutch at your fingertips (a)  
 Entrepreneurship Academy (a)  
 Falling Walls Lab (a)  
 Female Brain Power, (Self-) Leadership Module for Female Professionals (b) (set)  
 FLAMES: Flanders Training Network for Methodology and Statistics (a)  
 GDPR and privacy in research (a)  
 Getting started with Toledo (a)  
 How to visually succeed in scientific publishing (b) (set)  
 Incubator track (a)  
 Intercultural communication (a)  
 Job application language coaching (a)  
 KICK challenge (a)  
 KICK Essentials (a)  
 LStat short courses in statistics (a)  
 Making knowledge clips in the studio (a)  
 Master of teaching Programmes (a)  
 Mind the GAP - VLIR online training on Good Academic research Practices (a)  
 Open Science (a)  
 Personal statement coaching (a)  
 Poster presentation practice (a)  
 Pronunciation and intonation (a)  
 Responsible metrics (a)  
 Screencasting from A to Z (a)

Storytelling with data (a)  
 Stress and resilience (a)  
 Summer school: let's talk science (a)  
 Supporting academic writing (a)  
 VSC training and ICTS workshops (a)  
 Writing for a general audience (a)  
 Writing personal statements (a)

Good clinical practice (b)  
 Presentation skills for biomedical researchers (b)  
 Systematic review (b)  
 Writing skills for biomedical researchers (b)  
 Writing the PhD thesis: challenges and solutions (b)

Abstract writing for humanities and social sciences (h)  
 Academic writing coaching for humanities and social sciences (h)  
 Presentation and seminar skills for humanities and social sciences (h)

Cross Cultural Intelligence in Academic Environments (set)  
 Dutch as a foreign language (set)  
 Pitching / Public Speaking (set)  
 Presentation and seminar skills for science, engineering and technology (set)



## PhD stage 3 Ending

## Postdoc



Career coaching (a)  
 Career Talks (a)  
 Creating effective posters (a)  
 Interpersonal skills (a)  
 Science figured out: workshop 'pitching your research' & video recordings (a)



Imaging, microscope and analysis (b)  
 Medical writing training programme (b)  
 Writing clinic for biomedical researchers (b)  
 Writing for medical journals (b)



Brand your career profile and networking (a)  
 Discover your career profile (a)  
 Exploitation of research – technology & knowledge transfer (a)  
 Foundations of Business Development (a)  
 Individual CV consult (a)  
 Master class: Preparation for Marie Skłodowska-Curie postdoctoral fellowship (a)  
 Online career tool (a)  
 Option assessment (a)  
 Prepare your job interview (a)



Company visits (b)  
 Finding your professional way in the corporate world (b)  
 Individual cv review (b)  
 Strategic management in the pharma sector (b)



Writing scholarships & grant proposals (b) (set)



Career in academia for PhD (a)



Career in academia for postdocs (a)  
 Career information session for postdocs  
 Coaching skills (a)  
 Leadership for postdocs (a)  
 Managing your publications with Lirias (a)  
 Open Acces with FWO (a)  
 Open Acces with Horizon Europe, ERC, MSCA (a)  
 Professional Development Mentorship Programme (h)  
 Project management for postdocs (a)



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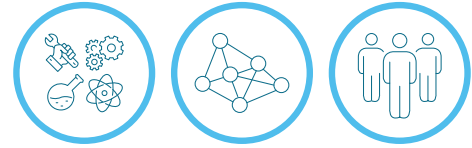
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# PERSONAL EFFECTIVENESS

## → Creative problem solving for researchers



### General description

The main topics of this training are:

- The creative problem solving process.
- A model to apply creative problem solving.
- Tips to generate more ideas.
- Optimizing a brainstorm session.

### Target group

Doctoral and postdoctoral researchers.

### Provider & webpage

HR-department — <http://admin.kuleuven.be/creative-thinking>

## → Cross Cultural Intelligence in Academic Environments



### General description

Many PhD and postdoc researchers have called this course an “eye-opener”. For some, the newly gained insights in their own functioning even led to new decisions and new directions in their own goals and career. The Cultural Quantum® Self Assessment, which is part of the course, allows people to reflect in a totally new way on themselves and others. Surprise yourself!

### Target group

Doctoral and postdoctoral researchers.

### Provider & webpage

Arenberg Doctoral School — <http://admin.kuleuven.be/crossculturalintelligence>

***“This course has provided a systematic approach to help analyze and understand the cross-culture issues/conflicts around us.”***

## → Managing your PhD



### General description

In this workshop you'll explore how you can manage your doctoral research successfully as a whole, taking into account different expectations and roles while maintaining a good work life balance.

- As a **professional employee** of the KU Leuven, who besides his/her doctoral project also covers other tasks.
- As a **co-owner** of your project, in collaboration with your promotor and other stakeholders.
- As a **colleague** and **team member** of a research group.

You'll also learn to act upon opportunities and chances to build your career.

This way we'll cover the foallowing topics:

- Project & self-management.
- Self-development.
- Strategic communication with stakeholders.
- Self-directing and entrepreneurship.

### Target group

This course is intended for starting doctoral researchers in the second half of their 1st year of their PhD.

If more experienced doctoral researchers wish to attend this course, we expect an active contribution from their part to support the learning of the others.

### Provider & webpage

HR-department — <http://admin.kuleuven.be/managing-your-phd>

## → Networking for researchers: the basics



### General description

The real power of networking lies in connecting with people and building strong, professional relationships. In doing so you will surround yourself with people who are happy to help you achieve your goals. These networking skills are important both inside and outside academia, but in this workshop we'll focus on how to network in your current academic job context. In this very practical oriented workshop we'll cover how to network with people you see on a daily basis and people you meet at e.g. conferences. You will learn how to have memorable small talks, but also how to present yourself and your work to people you meet for the first time and prepare better for conferences.

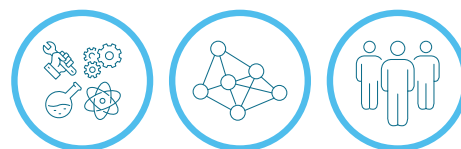
### Target group

Since building a network takes some time this workshop is recommended to early stage researchers who still have the time to build a (better) network. Other doctoral and post-doctoral researchers are welcome as well, but be aware of introduction level of this workshop.

### Provider & webpage

HR-department — <http://admin.kuleuven.be/networking>

## → Project management for postdocs



### General description

In this course, you learn to cope with your projects in a more efficient way and you learn to get more grip on your role as a project manager/coordinator. We focus on how to coordinate a project and stay involved related to the content of the project at the same time.

By the end of the course:

- You received practical tips on how to write a project, how to plan, to realise and to evaluate a project.
- You applied these different theoretical project phases on your own (research) project.
- You exchanged best practices with colleagues facing the same challenges.
- You have a clear view on your role as project manager/coordinator and on how to manage a project team and different interests of the stakeholders involved in the project.

### Target group

This course is intended for postdocs working on research projects who would like to work in a project oriented way also on other assignments/tasks.

### Provider & webpage

HR-department — <http://admin.kuleuven.be/project-management>

## → Stress & resilience



### General description

The aim of this workshop is to understand how stress impacts our body, mind and performance. While keeping a balanced perspective, we provide keys to lower stress and to increase resilience.

The first session is targeted at informing participants and inspiring them to change their (thinking) habits. The second session acts as a follow-up sessions where we evaluate what (doesn't) work and add additional theoretical insights to foster durable change.

### Target group

Doctoral and postdoctoral researchers.

### Provider & webpage

HR-department — <http://admin.kuleuven.be/stress-and-resilience>



# COMMUNICATION AND COLLABORATION

## → Abstract writing for humanities and social sciences



### General description

Are you planning to submit an abstract to a conference? Or are you preparing an abstract for a journal article? Writing an informative, concise and engaging abstract is not easy, but it is an essential academic skill, which this interactive workshop will help you improve.

### Target group

Junior researchers (PhD students, research associates, postdoctoral researchers) in the Humanities and Social Sciences.

### Provider & webpage

Leuven Language Institute (ILT) — <http://admin.kuleuven.be/abstract-writing>

## → Academic presentation coaching



### General description

Would you like to try out your presentation just before you're due to go to a conference? Sign up for a free one-to-one coaching session. The presentation coach will listen to your presentation and provide feedback on language, organisation and delivery. Feedback will focus on the key areas for improvement; for a more systematic approach to academic presentations, consider signing up for our Presentation Skills courses.

### Target group

Junior researchers. Available on a first come, first served basis. The number of slots per year is limited to 20.

### Provider & webpage

Leuven Language Institute (ILT) — <http://admin.kuleuven.be/presentation-coaching>

## → Academic writing coaching for humanities and social sciences

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### General description

Would you like to get individual feedback on an article, dissertation chapter or grant proposal? Sign up for a free one-to-one coaching session with one of our academic writing coaches

### Target group

Junior researchers in the Humanities and Social Sciences. Available on a first come, first served basis. The number of slots per year is limited to 20.

### Provider & webpage

Leuven Language Institute (ILT) — <http://admin.kuleuven.be/academic-writing-coaching>

## → Academic writing

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### General description

Writing and publishing is an integral part of an academic career, but the road to publication is rarely straightforward. Are you writing your first articles or getting started on your PhD? This course offers useful advice and guided hands-on practice for early-stage researchers seeking to sharpen their writing skills and to improve their academic English. The aims of the course are:

- to make you more aware of organizational and stylistic conventions in your own field;
- to help you improve the coherence and flow of your writing;
- to expand your range of academic phrases and sentence structures;
- to help you avoid common grammar and vocabulary errors in your writing;
- to teach you strategies for improving and editing your own writing.

### Target group

Doctoral and postdoctoral researchers at the writing stage of their dissertation/research project. Participants are expected to have a good command of English, allowing them to communicate fluently.

### Provider & webpage

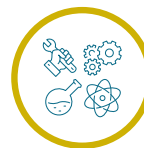
Leuven Language Institute (ILT)

Humanities and Social Sciences — <http://admin.kuleuven.be/academic-writing-hss>

Science, Engineering and Technology — <http://admin.kuleuven.be/academic-writing-set>

## → Creating effective posters

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### General description

Most research posters at conferences or in university hallways seem to defy common sense: from two steps away, passers-by cannot read anything – assuming they even get past the overcrowded layout. Posters are not magnified one-page papers.

This lecture will discuss how to create more visual posters that get attention, facilitate navigation, and convey messages through strict selection, careful phrasing, and effective layout.

### Target group

Doctoral and postdoctoral researchers.

### Provider & webpage

Doctoral School Biomedical sciences — <http://admin.kuleuven.be/effective-posters>

## → Dutch as a Foreign Language

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### INTRODUCTORY 40-HOUR COURSE DUTCH FOR DOCTORAL RESEARCHERS

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### General description

In this course, absolute beginners learn to communicate effectively in a Dutch-speaking environment. The practical training comprises exercises on basic Dutch grammar and vocabulary in the context of realistic conversations. Course materials consist of a textbook, video and audio CDs.

### Target group

Doctoral and postdoctoral researchers in Science, Engineering & Technology.

### Course materials

Vanzelfsprekend. R. Devos, H. Fraeters, P. Schoenaerts en H. Van Loo. Leuven (Acco), 2018.

### Provider & webpage

Leuven Language Institute (ILT) — <http://admin.kuleuven.be/dutch-as-a-foreign-language>



## → Dutch at your fingertips

DUTCH AS A FOREIGN LANGUAGE  
FOR INTERNATIONALS AT KULAK

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### General description

Are you tired of not understanding your Dutch speaking colleagues in the staff room? Or do you want to have a chat with your Dutch speaking neighbours? Join our Dutch language course at Kulak!

It is an academic course that combines classes (with a teacher) and blended learning (online exercises). The course treats vocabulary and grammar, but also speaking, listening, writing and reading skills.

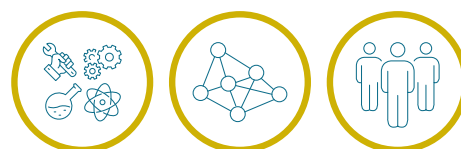
### Target group

All researchers at Kulak and Bruges who want to improve their Dutch. The group will be divided into two levels (basic level and advanced) by way of a placement test.

### Provider & webpage

Leuven Language Institute (ILT) and KU Leuven Campus Kulak Kortrijk —  
**<http://admin.kuleuven.be/dutch-at-your-fingertips>**

## → Falling Walls Lab



### General description

Are you Working on innovative research? Want to learn how to pitch your work in just three minutes? Then you are the person we are looking for.

Falling Walls Lab is an international competition in which researchers from all over the world pitch their innovative research or exceptional idea in just three minutes, trying to convince a high-calibre jury of their solutions to some of the most pressing challenges of our time. KU Leuven organises the Belgian preliminary round to select the candidate for the international finale.

During two coaching sessions, you will learn how to present your work to a broad audience in an understandable and fun way. You will be able to use these techniques in any further communication about your research.

The winner qualifies directly for the Lab Finale in Berlin (travel costs and accommodation are covered) as one of 100 international and interdisciplinary participants.

### Target group

Doctoral and postdoctoral researchers.

### Provider & webpage

Science communication — **<http://admin.kuleuven.be/falling-walls>**

## → How to get published



### General description

The aim of this workshop is to guide young researchers through all stages of the publication process, allowing them to plan their writing and publication methods, and ultimately their career, with much greater care. This workshop offers a guide through all stages of the publication process, using a broad variety of tools and principles which can be used to take control of one's publication strategies. This allows PhD students to take off on a flying start: knowledge and skills that would otherwise be the result of a long process of trial and error are now ready-at-hand for them to use at the very beginnings of their academic career.

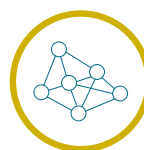
### Target group

PhD students taking their first steps in international academic publishing

### Provider & webpage

Arenberg Doctoral School — <http://admin.kuleuven.be/publish>

## → How to visually succeed in scientific publishing



### General description

*“For the print version of our journal, production-quality figures are required. Can you please update your files according to our standards”...* Does this sound familiar?

In the course ‘How to visually succeed in scientific publishing’ we will demystify many of the most common pitfalls and problems and give you some good practices that will avoid problems down the road. This course also includes a comprehensive overview of the ethics of image editing to assure research integrity at all times.

### Target group

Doctoral and postdoctoral researchers.

### Provider & webpage

Doctoral School Biomedical sciences — <http://admin.kuleuven.be/visually-succeed-bms>  
Arenberg Doctoral School — <http://admin.kuleuven.be/visually-succeed-set>

*“Very interesting workshop. I learned many useful tips and tricks that I will definitely use in my future career.”*

## → Intercultural communication



### General description

Working in international or intercultural teams can be challenging. This workshop helps you to become more aware of cultural differences and barriers in communication with people from various ethnic/cultural backgrounds. You will expand your frame of reference and apply the TOPOI-model to deal with cultural differences and conflicts. Doing so you will learn to overcome language barriers, avoid the pitfalls of prejudice and discrimination and develop an open professional attitude which will allow you to build respectful and sustainable relationships throughout your (international) research career.

### Target group

All doctoral and postdoctoral researchers.

### Provider & webpage

HR-department — <http://admin.kuleuven.be/intercultural-communication>

In case of any questions about training your intercultural competences, international collaboration or dealing with diversity or discrimination at work, feel free to contact: [diversiteit@kuleuven.be](mailto:diversiteit@kuleuven.be)



## → Interpersonal skills



### General description

People who've developed strong interpersonal skills are usually more successful in both their professional and personal lives. This two day workshop helps you develop these skills which are highly appreciated by the industry.

- We cover how personality differences also mean differences in communication styles and how this leads to confusion and even conflicts. Learning to identify these differences enables you to actively steer your communication styles towards better outcomes.
- In the next part we'll work on active empathic listening and assertive communication. These skills will help you to create open communication and become more impactful in your interactions with others.
- Lastly, we spend plenty of time on the art of giving and receiving oral feedback in the job context (not paper reviews). You will learn to deliver feedback in a supportive, non-offensive manner and to actively receive feedback to support your professional development.

### Target group

This course is intended for doctoral researchers from the second year of their PhD onwards and Postdocs.

This workshop requires your spoken English to be proficient enough to interact fluently in conversations and other oral exercises.

### Provider & webpage

HR-department — <http://admin.kuleuven.be/interpersonal-skills>



## → Job application language coaching



### General description

Would you like to practice your language skills for a job interview? Do you have job search-related language questions, for instance about your CV? Sign up for a free one-to-one coaching session. Based on your needs, your session could consist of a job interview simulation or presentation. The coach will provide feedback, for instance with regard to pronunciation, delivery, and typical language. For a content-based approach, see Career Center workshops.

### Target group

This service is available to PhD researchers from all KU Leuven doctoral schools on a first come, first served basis. Online sessions are available.

### Provider & webpage

Leuven Language Institute (ILT) — <http://admin.kuleuven.be/professional-skills>

## → KICK Challenge



### General description

Have you ever had an innovative idea, but didn't know what to do with it or where to start? Or are you just itching to do something more and preferably something with a positive impact on our market or society?

The KICK Challenge dares you to develop a business plan that aims at tackling a societal challenge in an innovative way. We offer you the necessary support to turn your impactful idea into a viable business plan. Via workshops and personal coaching, you will learn all the ins and outs about pitching, making a business plan and all kinds of soft and hard skills.

- You don't need to be a business expert!
- Learn entrepreneurial skills that are relevant for each kind of career path
- A competition aimed at the entire KU Leuven community
- We provide a personal coach and workshops
- At the end, you'll have a (first) draft of a realistic business plan
- Win one of the awards and the accompanying prize

### Target group

All doctoral and postdoctoral researchers interested to learn more about entrepreneurship and to take the next steps with a new or existing business idea. Out of all applications, a selection of maximum 20 ideas will be able to start the track.

### Provider & webpage

KU Leuven KICK — [www.kuleuven.be/kickchallenge](http://www.kuleuven.be/kickchallenge)

## → Master class: Preparation for Marie Skłodowska-Curie Postdoctoral Fellowship

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### General description

The Master Class provides an in-depth proposal writing clinic for applicants for MSCA postdoctoral fellowships. It provides all basic information needed to start writing an excellent proposal. The Master Class consists of a live webinar, writing course modules, advise documents and Q&A sessions.

### Target group

Last year Doctoral students (PhD obtained by call deadline) and postdoctoral researchers

### Provider & webpage

The Research Coordination Office — [http://admin.kuleuven.be/msca\\_support](http://admin.kuleuven.be/msca_support)

## → Medical writing training programme

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### General description

Do you know what it takes to get a drug on the market? In other words, are you familiar with the different stages of clinical development and all the documents involved?

In this course, you will get all the information and you will get a practical introduction to writing clinical documents.

At the end of this course, you should have a comprehension of what clinical development entails and be able to write clinical without intensive further coaching, which would greatly improve your job-readiness as a medical writer.

### Target group

Doctoral and postdoctoral researchers.

### Provider & webpage

Doctoral School Biomedical sciences — <http://admin.kuleuven.be/medical-writing>



# Personal Statement Coaching



## General description

Would you like to review your personal statement or practice your grant pitch with a language coach? Sign up for a free one-to-one coaching session. The coach will read your draft personal statement and give feedback, with a focus on reducing word count and using typical language. For a more systematic approach to writing such texts, consider signing up for our Writing Personal Statements workshop. If you would like to practice your pitch, the coach will listen and provide feedback on language and pronunciation, timing, and visuals.

## Target group

This service is available to PhD researchers from all KU Leuven doctoral schools on a first come, first served basis. Online sessions are available.

## Provider & webpage

Leuven Language Institute (ILT) — <http://admin.kuleuven.be/professional-skills>

## → Pitching / Public Speaking



## General description

You are working already for a long time on a specific topic. When a friend asks you to explain your research topic you get lost in words, you start to notice that your body blocks and on top of that you seem to lose the interest of your friend.

By using 'a simple 8-step framework' you will be able to convince people and make them fall in love with your ideas.

## Target group

PhDs and postdocs applying in the near future.

## Provider & webpage

Arenberg Doctoral School

Online — <http://admin.kuleuven.be/pitching-online>

On campus — <http://admin.kuleuven.be/pitching-ocampus>

***“The right word may be effective, but no word was ever as effective as a rightly timed pause.” – Mark Twain***

## → Poster presentation practice for biomedical sciences



### General description

Has your poster proposal been accepted and would you like to practice presenting it? In this half-day workshop, we will start by briefly discussing best practices, and reviewing the language and lay-out of your poster. Presenting your poster and receiving feedback from peers will complete our workshop.

### Target group

Doctoral and postdoctoral researchers in the Biomedical Sciences. Participants have preferably attended a session on creating scientific posters.

### Provider & webpage

Leuven Language Institute (ILT)

Biomedical sciences: <http://admin.kuleuven.be/poster-presentation-bms>

## → Poster presentation practice



### General description

Are you working on a conference poster and would you like help with this process? Or has your poster proposal been accepted and would you like to practice presenting it? This workshop consists of two parts. In a short first session, we will look at the basics of creating a poster, and discuss some best practices. Those who have already made posters and wish to focus on the presentation part only can safely skip this session. Part two is designed as a workshop. We will begin with a brief review of your own poster and then move on to the language and structure of a poster presentation.

### Target group

Doctoral and postdoctoral researchers in the Humanities and Social Sciences and in Science, Engineering & Technology.

### Provider & webpage

Leuven Language Institute (ILT)

Humanities and social sciences: <http://admin.kuleuven.be/poster-presentation-hss>

Science, Engineering and Technology: <http://admin.kuleuven.be/poster-presentation-set>



## → Presentation and seminar skills

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### General description

Conference presentations are part and parcel of every doctoral student's career, but giving an academic presentation for an audience of peers and specialists can feel like a daunting task. In this highly interactive seminar, we'll look at all the elements that contribute to a successful presentation, so you can face your next conference with confidence. Objectives include:

- Adapting a written source (e.g. paper) to a presentation context.
- Improving presentation style (pace, clarity, interaction with the audience).
- Using discourse markers to structure a presentation.
- Improving intonation and pronunciation.
- Improving grammatical and lexical accuracy.
- Acquiring seminar skills: handling questions and comments.

### Target group

Doctoral and postdoctoral researchers. Participants are expected to have a good command of English, allowing them to communicate fluently.

### Provider & webpage

Leuven Language Institute (ILT)

Humanities and Social Sciences: <http://admin.kuleuven.be/academic-presentations-hss>

Science, engineering and technology: <http://admin.kuleuven.be/academic-presentations-set>



## → Presentation skills for biomedical researchers



### General description

Presenting research at a conference requires careful preparation and involves various skills. In this 9-hour seminar we focus on aspects of public speaking, effective communication on slides and preparing for Q&A sessions at conferences. You will be invited to give a short presentation for a multidisciplinary audience of biomedical scientists, which can be filmed if you wish. There will be time for peer and tutor feedback, ensuring a valuable learning experience.

Course objectives include:

- Improving presentation style
- Adapting a written source to a presentation context
- Using discourse markers to structure a presentation
- Raising awareness of intonation and pronunciation
- Handling questions and comments

### Target group

Doctoral and postdoctoral researchers.

### Provider & webpage

Leuven Language Institute (ILT) — <http://admin.kuleuven.be/presentation-skills>

## → Pronunciation and intonation



### General description

Sounding professional and intelligible in English is essential to present your research and to connect with colleagues. In this course, you will learn to improve your English pronunciation and intonation through theoretical insight and practical exercises.

The course objectives are:

- Becoming aware of your own pronunciation and intonation problems
- Practising difficult sounds in English
- Improving intonation by focusing on stress, pitch, and speech rate
- Enhancing intelligibility & fluency

### Target group

Doctoral and postdoctoral researchers for whom pronunciation is a stumbling block in their professional life (e.g. when it affects your presentation skills / communication with colleagues).

### Provider & webpage

Leuven Language Institute (ILT)

Science, engineering and technology: <http://admin.kuleuven.be/pronunciation-set>

Humanities and social sciences: <http://admin.kuleuven.be/pronunciation-hss>

Biomedical sciences: <http://admin.kuleuven.be/pronunciation-bio>

## → Science Figured Out: Workshop 'Pitching your research' & video recordings

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### General description

Scientists thrive in their trusted environment, whether it's their lab, their office space or the stage at a scientific conference. Science Figured Out takes young researchers out of their comfort zones and places them in front of a camera with a clear assignment: share your passion for research with the general public! Tell us about your research in a clear and convincing 3-minute pitch.

### Target group

Doctoral researchers and postdocs.

### Provider & webpage

SciMingo & KU Leuven — <http://admin.kuleuven.be/ScienceFiguredOut>

## → Storytelling with data

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### General description

In this workshop, participants are trained to communicate science in an engaging, accessible and informative way. The workshop covers two main topics: (1) how to improve the visualization of data so that it is more appealing and accessible for the audience, and (2) how to translate complex scientific information into an engaging story.

The following points will be addressed:

- Choosing the right chart for the data (e.g., data table, line graph, bar chart, pie chart, scatterplot, area graph, slope graph)
- Optimizing data visualization and reducing chart clutter
- Communicating about science more effectively by applying insights from storytelling

This workshop focuses on the visualization of quantitative data.

### Target group

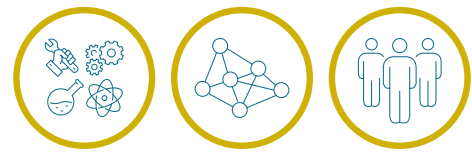
This course is intended for doctoral researchers and post-doctoral researchers

### Provider & webpage

HR-department — <http://admin.kuleuven.be/storytelling>

## → Summer school: Let's talk science

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### General description

This two-day summer school is all about communicative competences: a great chance for you to plunge headfirst into the world of science communication. The plenary session will be attended by researchers from all over Flanders, inviting them to share ideas and experiences. The workshops give you the opportunity to gain skills such as presentation and interviewing techniques, making posters or writing for non-experts.

### Target group

Doctoral researchers, postdocs and tenure tracks.

### Provider & webpage

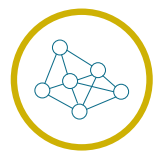
Science communication

(KU Leuven, University of Ghent, University of Antwerp, VUB, University of Hasselt) —

<http://letstalkscience.be/>

## → Writing clinic for biomedical researchers

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### General description

This course consists of a half-day workshop focusing on improving scientific writing skills, followed by an individual appointment to discuss your own work.

Course objectives include:

- Improving structure, coherence and flow
- Raising awareness of reader-friendly writing
- Using language typical of biomedical research papers
- Avoiding common lexical and grammatical errors
- In-depth discussion of own work

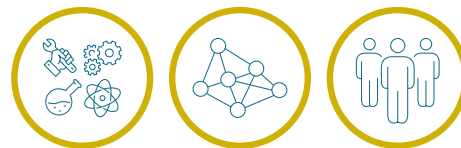
### Target group

Doctoral and postdoctoral researchers, preferably in the process of writing a paper.

### Provider & webpage

Leuven Language Institute (ILT) — <http://admin.kuleuven.be/writing-clinic>

## → Writing for a general audience



### General description

Interested in communicating your research to a wider audience? The more people you can reach with your research, the greater its impact will be. In this two-session workshop, you will learn to write in a way that is accessible and appealing to a non-expert audience.

The main objectives include:

- Raising awareness of reader-friendly writing
- Catering to the target audience
- Increasing readability
- Improving structure, coherence and flow
- Avoiding common lexical and grammatical errors

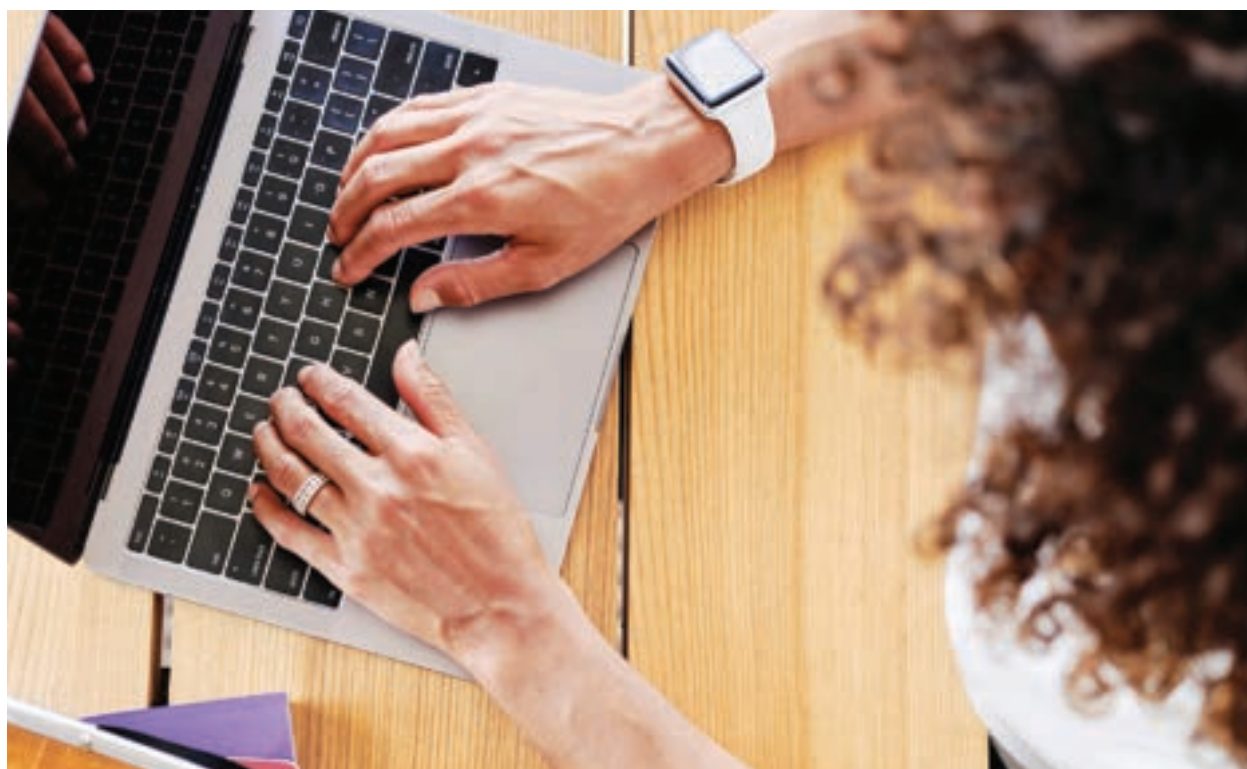
Participants are expected to write a one-page text communicating their research to a general audience. This text will be analyzed and edited throughout the sessions.

### Target group

Doctoral and postdoctoral researchers.

### Provider & webpage

Leuven Language Institute (ILT) — <http://admin.kuleuven.be/professional-skills>



## → Writing for medical journals



### General description

This workshop focuses on how to write a paper for a (bio)medical journal. The role and importance of each section of a standard IMRAD paper (Introduction, Methods, Results And Discussion) is explained. Via specific examples you learn what is essential and what must be avoided in each section, including title and references.

The workshop also provides advice on how to improve the chance of getting papers accepted:

- What editors look for.
- What reviewers look for.
- Why language is important.
- General pitfalls to avoid in any language.
- How to deal with submissions.
- And how to deal with reviewers' comments.

### Target group

Doctoral and postdoctoral researchers.

### Provider & webpage

Doctoral School Biomedical sciences — <http://admin.kuleuven.be/writing-medical-journals>

## → Writing personal statements



### General description

This writing workshop is aimed at researchers who are writing their personal statement in view of research grant or other applications. Prior to the session, you will be invited to submit either a draft of your personal statement, or a short text about yourself and your research. During the workshop, guidelines are given with regard to typical language and style features, and suggestions for review are provided.

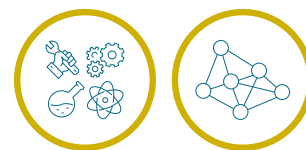
### Target group

Doctoral, postdoctoral and tenure track researchers.

### Provider & webpage

Leuven Language Institute (ILT) — <http://admin.kuleuven.be/writing-personal-statements>

## → Writing scholarships & grant proposals



### General description

This workshop will train you in the rhetorical and communication skills specific to research applications for funding. You will learn how to:

- Tell your research story in clear, convincing language.
- Write a strong personal statement and project aims.
- ‘Read between the lines’ in calls for proposals, and tailor your project to the vision of the funding agencies.
- Talk about the significance and broader impacts of your research.
- ...

### Target group

Late doctoral researchers and early postdocs who are drafting their first proposals.

### Provider & webpage

Doctoral School Biomedical sciences— <http://admin.kuleuven.be/writing-scholarships-bms>

Arenberg Doctoral School — <http://admin.kuleuven.be/writing-scholarships-set>

*“Getting insider’s tips about the review process was very helpful”*

## → Writing skills for biomedical researchers



### General description

Writing a paper for peer-reviewed journals can be a challenge for the best of researchers. This course offers useful guidance on structure and language in biomedical articles and focuses on essential skills in scientific writing.

Course objectives include:

- Improving structure, coherence and flow.
- Raising awareness of reader-friendly writing.
- Using language typical of biomedical research papers.
- Avoiding common lexical and grammatical errors.
- Developing self-learning strategies.

### Target group

Doctoral and postdoctoral researchers preferably at the writing stage of dissertation/research project.

### Provider & webpage

Leuven Language Institute (ILT) — <http://admin.kuleuven.be/writing-skills>



## → Writing the PhD thesis: challenges and solutions

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### General description

This lecture will discuss the tools and tips that help you write your dissertation. It covers the key chapters and overall text organisation, as well as challenges that arise during the defence.

You will learn how to:

- Formulate effective project aims.
- Create chapter titles that convey your message.
- Answer the key questions your committee will ask while reading the abstract, introduction, and discussion/conclusion.
- Use citations effectively.
- Deal with difficult questions during the defence.
- Deal with writer's block and presenter's nerves.

### Target group

The lecture is suitable for students in all stages of their doctorate, but is especially helpful for those who have started drafting chapters.

### Provider & webpage

Doctoral School Biomedical sciences — <http://admin.kuleuven.be/writing-phd-thesis>







# RESEARCH AND EDUCATION

## → 21st Century training in transdisciplinary skills

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### General description

Worldwide, universities and research centers are joining efforts to tackle global challenges. Our planet and our society face problems that no single institution or organization can address on its own. They require the co-creation and open sharing of knowledge across institutions, disciplines, and societal sectors, connecting the local with the global level. In this context, research needs to become more mission-driven and responsible, system-oriented, and transdisciplinary. Science evolves towards a new paradigm.

The KU Leuven Institute for the Future offers the program '21st Century training in transdisciplinary skills'. Transdisciplinary skills are acquired by learning through teamwork, workshops, immersive experiences, and independent study.

Students (bachelor and master) and researchers (PhD and postdoc) work in teams on a specific transdisciplinary challenge over one academic year, with the possibility to expand the insights over the following academic year.

The program allows participants to strengthen their understanding of transdisciplinarity, systems thinking, complexity, and the relevance of involving stakeholders for co-creating alternative solutions.

### Target group

Doctoral and postdoctoral researchers

### Provider & webpage

KU Leuven Institute for the Future — <http://admin.kuleuven.be/transdisciplinary-skills>

## → **Activating your students**

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### **General description**

Are you teaching a seminar, lab or exercise session and wondering how to engage (or 'activate') your students during class? Or would you like to critically reflect upon your teaching practice? This online module elaborates on the different aspects of engaging (or 'activating') students.

### **Target group**

(Junior) teaching assistants or doctoral researchers.

### **Provider & webpage**

KU Leuven Learning Lab — <http://admin.kuleuven.be/activating-students>

## → **Activating students using video assignments**

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### **General description**

In the last decade, there has been an enormous progression of low-threshold video technology and, related to that, the amount of online user generated video. In this Toledo module, we look at whether and how we can bring this trend into higher education by having students work with video in an educational context. Which formats are possible here? Which preconditions have to be met for a successful video assignment? How do you supervise and evaluate video assignments? These questions are addressed in this online module (in Dutch).

### **Target group**

Doctoral and postdoctoral researchers involved in creating video assignments for students.

### **Provider & webpage**

KU Leuven Learning Lab — <http://admin.kuleuven.be/student-generated-video>

## → Audio recordings and podcasts



### General description

Podcasting has made its way into higher education. In specific circumstances audio recordings can be the preferred medium for teaching certain topics or communicating certain insights. This training (in Dutch) offers support during the production of your (first?) podcast. You will first receive online support for the preparation of your educational podcast. Afterwards you will receive individual support to produce your podcast. As a participant, you determine the pace of this training.

### Target group

Doctoral and postdoctoral researchers involved in creating audio-visual learning materials.

### Provider & webpage

KU Leuven Learning Lab — <http://admin.kuleuven.be/audio-recordings>

## → Central lecture research integrity



### General description

The research at KU Leuven should meet the highest standards and correct scientific behaviour is the norm at KU Leuven. From that perspective, a positive attitude towards reflection, alertness and awareness of responsible conduct in research is important. This lecture will empower starting PhD researchers to understand the difference between what is and is not acceptable, and prevent them from making mistakes they would later regret because of the adverse consequences for others, for science and for their own career.

### Target group

Compulsory for all new doctoral researchers (registration for year 1 of the doctoral programme).

### Provider & webpage

Research Coordination Office (DOC) — <http://admin.kuleuven.be/phd-lecture>

This training is part of the integrated learning path Responsible and Open Research for PhD researchers — <http://admin.kuleuven.be/responsible-open-research>

## → **Develop your Toledo Course**

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### General description

Do you want to build a blended or online course? Do you want to activate students online? Do you want your Toledo course to be well-structured and look attractive? This online module (currently only in Dutch) is meant for instructors who want to make an active and attractive online (or blended) course in Toledo.

### Target group

(Junior) teaching assistants, doctoral researchers and postdoctoral researchers involved in designing and maintaining a Toledo learning environment.

### Provider & webpage

KU Leuven Learning Lab — <http://admin.kuleuven.be/develop-toledo>

## → **Entrepreneurship Academy**

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### General description

An academic curriculum providing a rigorous immersion into the nature of entre- and intrapreneurship and helping entrepreneurial students to develop their own venture. Are you ambitious and willing to take risks in order to set up your own business? Do you want to assist and advice the management team of young start-ups? Or learn more about what it takes to become an entrepreneur? Do you want to gain real-life experience in creating your own business plan, before you've even left university? The KICK Entrepreneurship Academy will increase your awareness of the importance of (corporate) entrepreneurship and will provide you with the planning, strategic, financial and creative skills required for setting up your own business.

### Target group

The 'KICK Entrepreneurship Academy' is aimed at KU Leuven students who wish to combine their primary enrolment (bachelor, master, postgraduate, PhD) with an 18 study point programme focused on entrepreneurship. The programme can be spread over several academic years.

### Provider & webpage

KICK Entrepreneurship Academy — [www.kuleuven.be/kickacademy](http://www.kuleuven.be/kickacademy)



## → **Exploitation of research – technology & knowledge transfer**



### General description

This training course introduces doctoral and postdoctoral researchers into the different routes of technology & knowledge transfer and highlights the key attention points and success factors. Experts will cover the three main aspects of research exploitation:

- Collaborating with industry.
- Patenting & licensing.
- Creating a spin-off company.

### Target group

Doctoral researchers reaching the end phase of their PhD and postdocs.

### Provider & webpage

KU Leuven Research & Development — <http://admin.kuleuven.be/tech-knowledge-transfer>



## → **FLAMES: Flanders Training Network for Methodology and Statistics**



### General description

Flanders Training Network for Methodology and Statistics (FLAMES) is an inter-university training network rooted in the five Flemish universities.

This network aims to provide doctoral students and young empirical researchers with best-in-class training in methodology and statistics.

Throughout the year FLAMES offers several InterUniversity (IU) courses, a Summer School, and a variety of other training events, organized at the Flemish universities, with a rotating system. Please consult the event webpage to see the full offer.

- Introduction to Categorical Data Analysis with R
- Method in Research Design
- Methods in Data Collection
- Survival Analysis in R
- Theory and Practice of Questionnaire construction and analysis
- Missing data
- Graphics in R
- Tools for Multivariate Data analysis

FLAMES Summer School (FSS):

The yearly two-weeks Summer School is aiming at providing practical methodological and statistical training to young researchers (particularly PhD students) from all disciplines. Whether you are a complete dummy, a starter with a limited knowledge, or a more experienced researcher with a broad basic knowledge in the world of methodology and statistics, the FLAMES summer school offers courses on your level, which emphasizes everyday research practice.

### Target group

PhD students and postdoctoral researchers, in need for training statistics and methodology.

### Provider & webpage

Flames — <https://www.flames-statistics.com/>

## → **GDPR and privacy in research – e-learning tool**

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### General description

As a researcher at KU Leuven you might come in contact with situations in which privacy protection and information security are at stake. This online module aims to make you more aware of the need to carefully handle personal data. You will get to know the most important rules to comply with the current privacy legislation. This online course is developed to complement the privacy review at KU Leuven with regards to research (PRET) and the GDPR code of conduct. This GDPR code of conduct applies to everyone who works at KU Leuven, including students.

### Target group

All researchers working with personal data.

### Provider & webpage

Research Coordination Office (DOC) and Legal Department — <http://admin.kuleuven.be/GDPR>

This training is part of the integrated learning path Responsible and Open Research for PhD researchers — <http://admin.kuleuven.be/responsible-open-research>

## → **Getting started with Toledo**

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### General description

Are you using Toledo for the first time as a teacher or teaching assistant? Or are there some functionalities you would like to get to know a little better? This online module will guide you through the most important options in our online learning environment.

### Target group

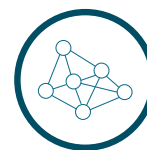
(Junior) teaching assistants, doctoral researchers and postdoctoral researchers involved in designing and maintaining a Toledo learning environment.

### Provider & webpage

KU Leuven Learning Lab — <http://admin.kuleuven.be/getting-started-toledo>



## → **Good clinical practice**



### General description

The Biomedical Sciences group organizes in cooperation with the CTC UZ Leuven the “Good Clinical Practice Training Course For Experienced Researchers”. It is an intensive and interactive one day-programme that meets the requirements for the different parties involved at clinical research. Course participants get a GCP certificate after passing the final test.

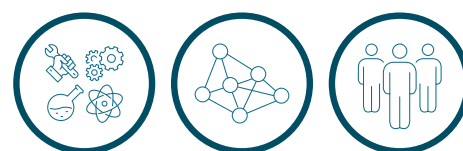
### Target group

Researchers.

### Provider & webpage

Doctoral School Biomedical sciences — <http://admin.kuleuven.be/good-clinical-practice>

## → **HSE in laboratories**



### General description

Working in a laboratory isn't just about research, discovery and innovation. It entails a number of specific risks that require specific measures and precautions. During this training, we zoom in on key safety-, health- and environment-related aspects (HSE) which you need to keep in mind when active in a laboratory. Through this training, we will help you prepare yourself and your working environment, so you can execute your research in optimized conditions. Presenting a mix of theory, videos and practical examples, the HSE Department and the Occupational Medicine Service join hands to guide you through the subjects. The course is offered online through a Toledo Community. You can go through the content at your own pace via your PC.

### Target group

Mandatory for first-year doctoral researchers who work in laboratories.

### Provider & webpage

The HSE department — <http://admin.kuleuven.be/hse-lab>

## → Imaging, microscope and analysis



### General description

The increasing importance of high-resolution, high-quality bio-imaging in frontline life science research has led to a growing demand for training courses in imaging techniques.

The goal of the Bio-Imaging Core (BIC) is to support imaging from in vitro to in vivo, from millimeter to Ångström, from morphology to mechanism and from image to information. BICs mission is to facilitate research and lower as much as possible the threshold for scientists to get access to know-how for microscopy experiments and measurement time.

Therefore, BIC has created a short course on Imaging, microscopy, and analysis for PhD researchers and postdocs.

In this 2-day course, we want to introduce the basics and showcase advanced techniques. We will highlight modern 3D imaging like confocal and light sheet approaches and discuss quantitative techniques. Next to methods for acquiring state-of-the-art images, we will introduce tools for analyzing images; we will demonstrate common procedures and strategies, and review the code of conduct for processing. Finally, we will touch on the possibilities available in-house.

### Target group

Doctoral and Postdoctoral researchers.

### Provider & webpage

Doctoral School Biomedical Sciences —

<http://admin.kuleuven.be/imaging-microscope-analysis>



## → Incubator Track: From business idea to potentially successful startup

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### General description

When you're thinking about starting a business, there's a million things to consider. Which steps do you need to take and where do you start? KICK is your guide. In this intensive track, we give you all the building blocks and tools to take the next steps. Ready for a KICKstart?

Together with likeminded students, you'll dive into all important themes that starting entrepreneurs are confronted with. The interactive workshops and extra online resources allow you to continue with the development of your startup. Between sessions, your coach remains available to support you during your journey.

One thing is certain: you'll walk away from this program with all the necessary tools and insights to turn your business idea into reality.

### Target group

All researchers with a clear idea looking to develop it into a successful startup. Only the most motivated teams are admitted to ensure a qualitative coaching.

### Provider & webpage

KU Leuven KICK — [www.kuleuven.be/incubatortrack](http://www.kuleuven.be/incubatortrack)

## → Information literacy

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### General description

Knowing how and where to find information efficiently, use it effectively and evaluate the quality of information is a major key to success in your university (and in your later chosen) career. The KU Leuven Libraries offer you different workshops to help you get started:

- **Limo:** learn how to use the KU Leuven Libraries' extensive collection of paper and electronic resources.
- **Databases:** get help finding high quality research articles in the available databases of the KU Leuven Libraries.
- **Reference Managers:** get the best out of Endnote online, Mendeley and Zotero.

### Target group

Doctoral researchers who've recently started their PhD. (Note that the Biomedical Doctoral School and the Campus Library Arenberg also offer specific courses regarding information skills for their PhD students.)

### Provider & webpage

KU Leuven Libraries — <https://bib.kuleuven.be/kubic>

## → Information retrieval and scholarly communication for biomedical sciences

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### General description

Learning Centre Désiré Collen offers a course about Information Retrieval & Scholarly Communication. In this course you'll:

- learn more about the databases/search platforms Pubmed, Embase, the Cochrane library, Web of Science, ...
- learn how to build a proper search strategy for a (systematic) review
- understand what bibliometrics are all about
- why and how reference management software can make your life way easier

### Target group

Doctoral researchers preferably at start of PhD.

### Provider & webpage

Leercentrum Désiré Collen & Doctoral School Biomedical sciences —  
<http://admin.kuleuven.be/info-publication-skills>

## → Information retrieval and scholarly communication for science, engineering and technology

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### General description

The Campus Arenberg Library offers a course about Information Retrieval & Scholarly Communication. In this course you'll:

- learn more about the databases/search platforms Web of Science, Scopus, IEEE Xplore Library, SciFinder ...
- learn how to build a proper search strategy for a literature review
- understand what bibliometrics are all about
- why and how reference management software can make your life way easier

### Target group

Doctoral researchers preferably at start of PhD.

### Provider & webpage

Campusbibliotheek Arenberg & Arenberg Doctoral School for Science, Engineering & Technology — <http://admin.kuleuven.be/information-retrieval>

## → Introduction to prodrugs & related technology



### General description

In this course students gain insight in the various aspects of prodrug development.

The course consists of three modules:

Module 1: General Introduction.

Module 2: Structural aspects of prodrugs and corresponding decomposition.

Module 3: Prodrugs as vectors to achieve a goal/target.

### Target group

Doctoral researchers.

Prerequisites:

Basic understanding of organic chemistry and of typical reactions leading to prodrugs, combined with an essential understanding of metabolic pathways involved in conversion to the corresponding parent compound.

General understanding of drug development in pharmaceutical industry.

### Provider & Webpage

Doctoral School Biomedical sciences — <http://admin.kuleuven.be/prodrugs>

## → KICK Essentials



### General description

Always wondered what innovation and entrepreneurship entail? Are you curious how you can come up with a business idea? Or are you looking for tools to strengthen and validate an idea? Then the KU Leuven KICK Essentials is perfect for you.

Every business starts with an AWESOME idea! But how do you know whether this brilliant idea could actually make a difference? During hands-on workshops, you get the knowledge and tools to devise a strong and clear business idea. Ready to be inspired and discover how to develop an idea into a feasible business concept?

### Target group

Anyone with an interest or curiosity in entrepreneurship. No prior knowledge required.

### Provider & webpage

KU Leuven KICK — <http://admin.kuleuven.be/kickessentials>

## → LStat short courses in statistics



### General description

The Leuven Statistics Research Centre (LStat) offers a wide range of short courses in statistics on a basic, intermediate and advanced level with software applications.

A selected set of courses is offered in an open educational concept, in the sense that, for example, also contingents of students of our Master of Statistics partake in them. This ensures stimulating interaction.

### Target group

PhD students and postdoctoral researchers, in need for training on statistics.

### Provider & webpage

Lstat — <https://lstat.kuleuven.be/training>





## → Making knowledge clips in the studio



### General description

A talking head (or the recording of a speaker, usually from the waist up) is a widely used format for knowledge clips. This training offers intensive support during the production of your (first?) talking head. You will first receive online support for the preparation of your clip. Afterwards you will receive individual support to produce and edit your clip. As a participant, you determine the pace of this training.

### Target group

Doctoral and postdoctoral researchers involved in creating audio-visual learning materials.

### Provider & webpage

KU Leuven Learning Lab — <http://admin.kuleuven.be/talking-head>

## → Managing your publications with Lirias



### General description

Lirias is KU Leuven's institutional publication database. It provides the master data for your personal publication lists (e.g. KU Leuven Who's Who pages), for exporting your output to our main regional funder, the FWO, and for populating your ORCID iD. Lirias is also the source for publication data in the Flemish Research Portal (FRIS) and for reporting on KU Leuven's annual outputs to the Flemish Government. Additionally, Lirias hosts electronic copies of diverse outputs, both to support KU Leuven's deposit obligation and Green Open Access. Lirias is OpenAIRE compliant.

In this Lirias information session, you are guided through the processes of adding publications to the database, adapting publications, uploading a text, exporting your publications and using your ORCID iD.

### Target group

1st year doctoral researchers and 1st year postdoctoral researchers.

### Provider & webpage

The Research Coordination Office — <https://admin.kuleuven.be/Lirias>



## → Master of teaching programmes (MSc)



### General description

KU Leuven offers ten abridged master of teaching programmes (60 credits):

- Master of Teaching in Arts and Humanities
- Master of Teaching in Behavioral Sciences
- Master of Teaching in Design Sciences
- Master of Teaching in Economics
- Master of Teaching in Health Sciences
- Master of Teaching in Languages
- Master of Teaching in Physical Education
- Master of Teaching in Religion
- Master of Teaching in Science and Technology
- Master of Teaching in Social Sciences

Which master of teaching programme you can register for (directly, after an admission process or after a preparatory programme) depends on your bachelor's and master's degree and the prior knowledge that you can present.

These master's programmes prepare you for a job as a teacher in secondary education. You will gain pedagogical knowledge and develop the necessary teaching methodology skills. These competences will also facilitate a teaching assignment in adult and higher education, or an educational position in the socio-cultural sector or business world. Either way, these master's programmes will give you more opportunities in the labour market.

These master's programmes are organised on multiple KU Leuven campuses in Flanders: Bruges, Kortrijk, Ghent, Aalst, Brussels, Antwerp, Leuven, Geel and Diepenbeek. You can acquire the diploma at your own pace and you can determine your own flexible study path by, for example, taking courses on different campuses if that fits better with your schedule or interests. Are you interested in combining your PHD with a master of teaching programme? Consult [this website](#) for more information (in Dutch).

### Target group

Anyone who has already obtained a master's degree and wants to improve their professional knowledge, gain pedagogical knowledge and develop teaching methodology skills. With an abridged master's programme, you obtain a second master's degree that provides a certificate of competence to teach in secondary education. Like all other KU Leuven master's programs, these masters are paid programs.

### Provider & webpage

KU Leuven (Edu)

Verkorte educatieve master | EDU Leraar ([edu-leraar.be](http://edu-leraar.be)) (in Dutch)

**<http://admin.kuleuven.be/edu-leraar>**

Verkorte educatieve master in combinatie met een doctoraat (in Dutch)

**<http://admin.kuleuven.be/edu-leraar-PhD>**

What's Edu? Edu combines the abridged teacher programmes provided by KU Leuven, LUCA School of Arts and VIVES. In the curriculum, the Edu partners also work together with Odisee, UC Leuven-Limburg and Thomas More. The different institutions join forces to create a network of opportunities.

## → Mind the GAP – VLIR online training on Good Academic research Practices

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### General description

Mind the GAP is an online training on research integrity focusing on the good academic research practices, but contains also dedicated modules on violations of research integrity and the relationship between PhD researchers and their supervisors and mentors. The aim of the training is to help researchers perform high-quality academic research and to prevent mistakes and research misconduct.

### Target group

Doctoral and postdoctoral researchers, but also supervisors and more experienced researchers who want to know more about research integrity.

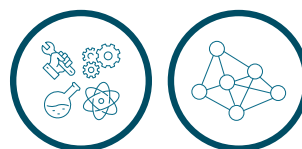
### Provider & webpage

Research Coordination Office (DOC) — <http://admin.kuleuven.be/mind-the-gap>

This training is part of the integrated learning path Responsible and Open Research for PhD researchers — <http://admin.kuleuven.be/responsible-open-research>

## → Open Access – Opening up your research

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### General description

This info session will introduce you to the world of Open Access. Unlike the traditional subscription model, Open Access is a publishing model for scholarly communication that makes research information available to readers without any financial, legal or technical barriers.

We will focus on the what, why and how, the KU Leuven requirements, risks and opportunities of Open Access. You will learn about Open Access tools, pre-print servers, the rights retention strategy, predatory publishers, the KU Leuven Fund for Fair Open Access, the deposit obligation and several other elements related to Open Access.

### Target group

Doctoral researchers Biomedical Sciences and Science, Engineering & Technology.

### Provider & webpage

KU Leuven 2Bergen Libraries

This training is part of the integrated learning path Responsible and Open Research for PhD researchers — <http://admin.kuleuven.be/responsible-open-research>

## → **Open Access with FWO**



### General description

Beneficiaries of FWO mandates, credits and projects must deposit publications that result from FWO funding in a repository and must provide Open Access to these deposited files within one year from the date of publication. If this sounds complicated, then you definitely should join our pragmatic info session! We will guide you step-by-step through what FWO expects in practical terms, what you need to do as a researcher, how you can do this efficiently, how to avoid surprises, and what support KU Leuven is providing.

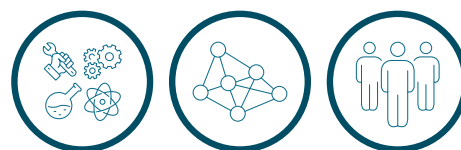
### Target group

1st year doctoral researchers and 1st year postdoctoral researchers.

### Provider & webpage

The Research Coordination Office — <http://admin.kuleuven.be/open-access-in-FWO>

## → **Open Access with Horizon Europe, ERC, MSCA**



### General description

Beneficiaries of Horizon Europe, ERC, MSCA project or fellowships must deposit all peer reviewed publications that result from EC funding in a repository and must provide immediate Open Access under a CC-BY license to these deposited files. If this sounds complicated, then you definitely should join our pragmatic info session! We will guide you step-by-step through what the European Commission expects in practical terms, what you need to do as a researcher, how you can do this efficiently, how to avoid surprises, and what support KU Leuven is providing.

### Target group

1st year doctoral researchers and 1st year postdoctoral researchers.

### Provider & webpage

The Research Coordination Office — <http://admin.kuleuven.be/open-access-in-Horizon>

## → **Open Science**



### General description

The aim of Open Science is to share all kinds of research output, knowledge and tools, as early and widely as possible in the research process. It is based on collaboration and enhanced transparency, and brings thus opportunities for high-quality research.

**The Open Science Discovery for PhD researchers** is a half-day session that provides theoretical and practical insights about Open Science practices. The focus is on topical Open Science themes and their practical implementation, which makes this introduction different from other trainings related to Open Science. The organizers invite researchers with diverse backgrounds from our university as speakers, including PhD researchers, who share their experiences with implementation Open Science practices in their own research. The programme is a combination of presentations on theoretical concepts and a more hands-on approach.

**The Open Science day** is the KU Leuven event where researchers who are interested in Open Science can meet, share ideas and deepen their knowledge about the subject.

Aims:

- Getting informed about Open Science at KU Leuven
- Exchanging experiences and best practices
- Discussing responsible and realistic implementations of Open Science

Both trainings are part of the integrated learning path Responsible and Open Research for PhD researchers. - <http://admin.kuleuven.be/responsible-open-research>

### Target group

**Open Science day:** all KU Leuven researchers (Doctoral and postdoctoral researchers and professors).

**Open Science Discovery for PhD researchers:** primarily PhD researchers. Other researchers and support staff are welcome.

The most recommended timeframe to follow this training is the middle of the doctoral studies. However, you are welcome at any moment.

Contact: [openscience@kuleuven.be](mailto:openscience@kuleuven.be)

### Provider & webpage

KU Leuven Libraries

Open Science Discovery for PhD researchers: <http://admin.kuleuven.be/osphd>

Open Science day: <http://admin.kuleuven.be/osday>

## → Research Data Management (RDM)



### General description

Research data management (RDM) refers to how you handle your data during and after your research project to ensure they are well organized, structured, of high quality and Findable, Accessible, Interoperable and Reusable (FAIR). KU Leuven organizes various training sessions and workshops to support researchers and supporting staff with research data management.

**RDM workshops for PhD students** teach best practices for the management of research data according to the FAIR data principles. We consider the technical, legal, and ethical aspects of research data, secure storage of materials, how to generate documentation and metadata, research data sharing, reusing data shared by others, and more. This solid grounding in basic RDM skills will help you make informed decisions on how to handle your research data. Additionally, you will learn how to write and implement your own data management plan (DMP).

**Write a data management plan (DMP)** sessions explain how to write and implement a data management plan (DMP) for projects and fellowships funded by FWO, BELSPO and BOF-IOF. Through best practice guidance, practical tips, examples and group discussions, you will be guided in developing a DMP that describes your research data, metadata and documentation, as well as different aspects of how to manage data during your research and beyond. Some sessions focus on research with personal data and how to anonymise / pseudonymise those.

**How to make your research data FAIR** sessions focus on data management plans and expectations for FAIR data management for research funded by the European Commission (Horizon2020, Horizon Europe, MSCA, ERC). Through practical research examples, best practice guidance, and discussions, you learn what the FAIR principles are and how you can make your research data FAIR in practice through data management practices. We showcase tools available to use and invite KU Leuven researchers to explain how they address FAIR in their research in practice.

**Sharing and publishing research data and code** sessions explain how to use repositories to publish and share research data and code to make them available for validation of results and for future research. We showcase examples of repositories you can use, including KU Leuven RDR, and share practical advice on access and licensing options.

All trainings are part of the integrated learning path Responsible and Open Research for PhD researchers — <http://admin.kuleuven.be/responsible-open-research>

### Target group

- RDM for PhDs: (pre)doctoral researchers, preferably at start of PhD
- Write a DMP: doctoral and postdoctoral researchers, all levels
- How to make data FAIR: doctoral and postdoctoral researchers and professors
- Sharing and publishing research data and code: doctoral and postdoctoral researchers and professors

### Provider & webpage

The Research Data Management Competence Centre (RDM-CC) and RDM Support staff across KU Leuven Libraries, Research Coordination Office and faculty points of contact: <https://www.kuleuven.be/rdm/en/training>

## → Responsible metrics – how to use metrics correctly when assessing the impact of (your) output

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### General description

Publishing the outcomes of your research is one of the duties of a researcher. But how do you know if your findings are being noticed, reused or appreciated, and by whom? Lots of metrics claim to provide this information. But what do these metrics actually measure? What exactly are the impact factor, the h-index, altmetrics, etc? How are they calculated and do they truly measure what they claim? Learn how to interpret these metrics correctly and find ways to use them responsibly to show how your output has impacted different target groups.

### Target group

Doctoral researchers, postdoctoral researchers.

### Provider & webpage

The Research Coordination Office — <https://admin.kuleuven.be/impact>





## → **Scholarly Communication and Open Access in the Humanities and Social Sciences**

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### **General description**

This introduction to the world of scholarly communication focuses on the issues with the current model for publishing and discusses the opportunities and risks of Open Access, with a particular focus on the Humanities and Social Sciences.

This training is part of the integrated learning path Responsible and Open Research for PhD researchers (recommended in year 1)

### **Target group**

Doctoral researchers Humanities and Social Sciences

### **Provider & webpage**

Doctoral School Humanities and Social Sciences —  
<http://admin.kuleuven.be/scholarly-communication>

## → **Screencasting from a to z**

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### **General description**

Screencasting (or the recording of a computer screen with a voice-over) is a widely used method for the production of knowledge clips. This training offers intensive support during the production of your (first?) screencast. You will first receive online support for the preparation of your clip. Afterwards you will receive individual support to produce your clip. As a participant, you determine the pace of this training.

### **Target group**

Doctoral and postdoctoral researchers involved in creating audio-visual learning materials.

### **Provider & webpage**

KU Leuven Learning Lab — <http://admin.kuleuven.be/screencasting>



## → **Start to teach**

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### General description

Will this year be your first as a teacher and are you looking for information on how to get started? This online module with optional follow-up session focuses on the basics of teaching with topics such as 'how to prepare for class', 'how to interact with your students' and 'classroom management'. It provides insight into the basics of course design.

### Target group

Junior teaching assistants or doctoral researchers with little to no teaching experience.

### Provider & webpage

KU Leuven Learning Lab — <http://admin.kuleuven.be/start-to-teach>

## → **Statistics: online course + exam**

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### General description

Readers of biomedical literature are often confronted with statistical methodology used to extract clinically relevant information from observational or experimental medical data. This course presents the basic principles behind applied biostatistics. Examples explain how statistical results should be interpreted correctly. Emphasis is on applications rather than theory, and all topics are extensively illustrated using real data and examples taken from the biomedical literature.

### Target group

Doctoral researchers.

### Provider & webpage

Doctoral School Biomedical sciences — <http://admin.kuleuven.be/statistics-exam>

## → Strategic management in the pharma sector



### General description

- Understanding and insights into the general firm-economical concepts and management concepts
- Ability to synthesize a business model for a company
- Ability to execute and interpret an internal and external analysis of a company
- Being in a position to apply the theoretical concepts, tools and frameworks in a particular exercise
- Understanding of patentability of products and processes in the pharma context
- Interpretation of a license agreement concerning a pharmaceutical product or process
- Being able to make a critical analysis about patents and access to medicine/medicines

### Target group

Doctoral Researchers with approved Research Seminar milestone and Postdoctoral researchers.

This course is only available in Dutch!

### Provider & webpage

Doctoral School Biomedical Sciences —

<http://admin.kuleuven.be/strategisch-management-farma>



## → **Supervising a master's thesis**

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### General description

Are you supervising a master's student writing a thesis and curious about how to guide him/her appropriately? This online module challenges you to think and reflect on your supervising skills. It focuses on the supervising process and its possible challenges.

### Target group

Junior teaching assistants or doctoral researchers with little to no supervising experience.

### Provider & webpage

KU Leuven Learning Lab — <http://admin.kuleuven.be/master-thesis>

## → **Supporting academic writing**

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### General description

Does your course include writing assignments for students? Do you want to learn what a good writing assignment consists of and how to evaluate it? And how you can help your students become better writers? This online module offers information and practical tips on supporting and assessing writing skills.

### Target group

(Junior) teaching assistants or doctoral researchers.

### Provider & webpage

KU Leuven Learning Lab — <http://admin.kuleuven.be/supporting-academic-writing>

## → **Systematic review**



### General description

This 3-day course will teach you all about the different steps to take in order to perform a high-quality, methodologically sound and reliable literature overview.

This hands-on course consists of lectures, workshops and discussions on:

- Writing your review protocol
- Conducting a systematic review
- Use of the Review Manager software
- Performing meta-analyses

### Target group

Doctoral and postdoctoral researchers, interested in performing a high-quality (Cochrane) systematic review.

### Provider & webpage

Doctoral School Biomedical sciences — <http://admin.kuleuven.be/systematic-review>



## → VSC training and ICTS workshops

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### General description

Vlaams Supercomputer Center (VSC) offers a number of courses that target users with no prior experience with using High Performance Computing (HPC) Cluster. Most courses are offered at least once a year or once per semester. There are several Linux courses, to start working with the cluster, in addition to the HPC introductory course.

Other courses target researchers who develop their own code. The HPC programming languages such as C/C++/Fortran are regularly taught, together with advanced parallel programming techniques using the OpenMP (shared-memory programming) and MPI (distributed-memory programming). There are also dedicated sessions on version control, code optimization and debugging techniques. Furthermore, multiple trainings are offered for Python programmers covering basics, HPC, machine learning and data science topics. Specific info session about singularity containers, the Worker and Atools frameworks (used for parameter exploration) are annually offered.

If you are not involved in HPC, there are still courses and info sessions organised by ICTS, the KU Leuven central IT office, that could be interesting for researchers, such as sessions on how to use the tools like Microsoft Forms and OneDrive that are available at KU Leuven. An introduction to LaTeX, still widely used to create scientific publications or an info session on how to use the poster printing infrastructure at KU Leuven.

Beside these workshops, ICTS also organizes free workshops about DingNet. DingNet creates an experimental environment for Internet of Things (IoT) applications and research in Leuven and Heverlee by providing a free LoRaWAN communication infrastructure. During this workshop all information will be provided to get optimally started with DingNet yourself.

### Target group

Doctoral and postdoctoral researchers (also open for Master students and Professors).

### Provider & Webpage

ICTS — [www.kuleuven.be/icts/workshops](http://www.kuleuven.be/icts/workshops), [www.kuleuven.be/dingnet](http://www.kuleuven.be/dingnet)

VSC — <https://www.vscentrum.be/training>

# CAREER DEVELOPMENT

## → Online career tool



### General description

In collaboration with an external partner, the YouReCa career center has developed an online career tool for researchers. This online tool is an incredible asset in pinpointing your professional profile and therefore helping to brand yourself.

This tool will take you through 5 questionnaires. You will discover your core strengths, natural talents & interests, skills and career & company drivers. You will also get personalized output on jobs that suit you and the ideal type of company and working environment.

### Target group

Doctoral researchers (3rd or 4th year of their PhD) and postdoctoral researchers who are actively preparing for a career on the non-academic job market.

### Provider & webpage

YouReCa Career Center — <http://admin.kuleuven.be/online-career-tool>

## → Discover your career profile



### General description

This career workshop takes the output of the online career tool to the next level. With a first idea of who you are, what you can do and what you want, we help you to further deepen the output of the online tool and support you to summarize it into an authentic career profile. Being more self-aware enables you to better recognize fulfilling career paths and matching job opportunities. This workshop is characterized by input, feedback and inspiration both by the trainer as well as your peers.

We highly recommend attending this workshop before participating in any of the other career workshops, specifically: 'Brand your career profile' and 'Prepare your job interview'.

### Target group

Doctoral researchers (3rd or 4th year of their PhD) and postdoctoral researchers who are actively preparing for a career on the non-academic job market.

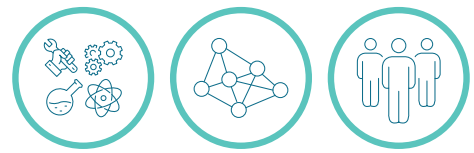
### Provider & webpage

YouReCa Career Center

For doctoral researchers: <http://admin.kuleuven.be/discover-profile-phd>

For Postdoctoral researchers: <http://admin.kuleuven.be/discover-profile-postdoc>

## → Option Assessment



### General description

The focus here is to assess professional options that you may not have considered yet.

This online workshop is built around a long list of relevant websites, not only specific job boards but also sources to start networking, exploring companies and institutions you haven't been aware of, inspiration from other PhD holders and much more.

We provide this backbone and you and your colleagues will get the time to explore these resources and share findings to tap into the swarm intelligence. Subsequently, you will formulate concrete action points to further cluster and approach the labour market, to visualize your option.

The main outcomes will be:

- A portfolio of relevant website and resources for certain sectors
- An overview of the value and serviceability of such websites
- A personal action plan

This content is offered as a stand-alone self-study online course and as an online workshop.

### Target group

Doctoral researchers (3rd or 4th year of PhD) and postdoctoral researchers who are actively preparing for a career on the non-academic job market.

### Provider & webpage

YouReCa Career Center — <http://admin.kuleuven.be/option-assessment>



## → Brand your career profile & networking



### General description

The focus here is to strategically build and brand your career profile.

Your findings of the workshop 'Discover your Career Profile' are used as input to build and professionalize your LinkedIn profile and to improve your non-academic CV and cover letter. Since most of the jobs are promoted via networks and because LinkedIn is THE tool to enhance and use your professional network you will also find information and exercises about the power of targeted networking and its fundamentals.

How do you put yourself out there in a confident and authentic way? How do you use your LinkedIn profile to start networking? Making sure you get noticed by the right people? All these topics will be addressed in a very practical and interactive way.

This content is offered in a flipped classroom way of studying (self-study online course + workshop) and as a stand-alone selfstudy online course.

### Target group

Doctoral researchers (3rd or 4th year of PhD) and postdoctoral researchers who are actively preparing for a career on the non-academic job market.

### Provider & webpage

YouReCa Career Center — <http://admin.kuleuven.be/brand-profile>



## → Prepare your job interview



### General description

How can I go to a job interview with self-confidence? What questions should I expect and what is the question behind the question? How can I best prepare myself? What does the process of a job interview look like? What are the do's and don'ts? How can I demonstrate that I would be a good fit for the job? As soon as you are invited for a job interview, these questions might come to mind. In this workshop, we will give you a unique insight into a recruiter's mind. We will discuss theories and tools they use in an interview and inspire you to prepare for them. Our focus will be both on the content of your message as well as your non-verbal communication. Using practical exercises, we will prepare and empower you to go through a job interview feeling more at ease and confident. We highly recommend attending the workshops 'Discover your career profile' and 'Brand your career profile' before participating in this workshop.

This content is offered in a flipped classroom way of studying (self-study online course + workshop) and as a stand-alone self-study online course.

### Target group

Doctoral researchers (4th year of PhD) and postdoctoral researchers who are actively preparing for a career on the non-academic job market.

### Provider & webpage

YouReCa Career Center — <http://admin.kuleuven.be/job-interview>

## → Individual cv consult



### General description

If, after following the workshop or online course 'Brand your Career Profile' you are still in need of some personal advice, this 30 minute individual CV counseling with your personal CV as starting point will help you further along. We focus on creating a tailor made CV for a specific job description/job ad. Prior participation in the workshop or studying the online course 'Brand your career profile' is mandatory.

### Target group

Doctoral researchers (4th year of their PhD) and postdoctoral researchers who are actively preparing for a career on the non-academic job market.

### Provider & webpage

YouReCa Career Center — <http://admin.kuleuven.be/cv-consult>

## → Individual cv review



### General description

40 minutes individual CV counseling session with your personal CV as a starting point. As the CV is a personal (sales) document, it is not the idea to write a CV for you but to make you understand what a CV really is and what it is used for. Focus lies on understanding how to write a CV and also understanding the “why” of it:

- What information should be in a CV and why?
- What information should not appear in a CV and why?
- Where should the necessary information go in your CV and why?

After this session you should be ready to start composing your “perfect” CV.

### Target group

Doctoral researchers who are in the 3rd or 4th year of their PhD and who are pursuing a career outside of academia and at postdocs who are pursuing a career outside of academia.

### Provider & webpage

Doctoral School Biomedical sciences — <http://admin.kuleuven.be/cv-review-bms>



## → Career in academia for PhD

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### General description

Are you at the end of your PhD (4<sup>th</sup> year) and considering an academic career but not yet sure about it? Do you want to prepare yourself better? This workshop supports doctoral researchers near their defense to get a better view on their ambitions and to make conscious career decisions.

Main questions that we will address during the workshop:

- Which direction to take, applying for a post-doc position or a career outside academia? How to focus on skills, values and drivers?
- How to build an academic career? How can I get a clear image about this career path and how to fit in?
- What are relevant career competences and how do I develop them?
- What is the vision of KU Leuven on a Postdoc position? What do I learn during this period and how to deal with insecurity? How can I ensure my employability?

This workshop series is facilitated by an experienced career coach/ trainer of KU Leuven. Additionally, postdocs will give advice and insight from their own experiences. A member of the Research Coordination Office sheds light on the internal procedures regarding post-doctoral opportunities at KU Leuven.

### Target group

Doctoral researchers at the end of their PhD (4<sup>th</sup> year), considering an academic career.

### Provider & webpage

YouReCa Career Center — <http://admin.kuleuven.be/career-in-academia-doc>

## → Career in academia for postdocs

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### General description

This workshop series supports postdoctoral researchers in proactively shaping their career and in making conscious career decisions about whether or not to further pursue an academic career.

Within this learning group we work with your (sharpened) learning questions.

Frequent questions are:

- Which direction to go after completing my postdoc period: further build a career in academia or start a professional career elsewhere?
- How to focus on strengths and personal traits and are they helpful in an academic context?
- How to build an academic profile, taking into account the criteria / expectations of KU Leuven?
- How to deal with the uncertainties that come with choosing an academic career?
- What can I learn from peers who already took those decisions?

This series of workshops is facilitated by an experienced career coach/trainer of KU Leuven. Additionally, professors will give advice and insight from their own experiences. A ZAP advisor sheds light on internal procedures regarding appointments, promotion and further career development.

### Target group

Postdoctoral researchers who are considering an academic career.

### Provider & webpage

YouReCa Career Center — <http://admin.kuleuven.be/career-in-academia-postdoc>

## → Career information session for postdocs

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### General description

KU Leuven wishes to ensure that its postdocs are well-informed and can actively reflect about their longer-term career and the related consequences. Together with the HR department, this information session was developed in which we address questions such as, “how to see the postdoctoral period”, “how to proactively manage your career”, “how to best explore alternative career opportunities in and outside KU Leuven”, “how to develop your skills”, “what support does KU Leuven offer” ...

We strongly recommend postdoctoral researchers to attend this info session. For Biomedical sciences, it is even mandatory.

The following topics are covered:

- Your postdoc as a temporary career phase. Why a temporary position? Policy and process
- Career possibilities after a postdoc: in and outside academia
- How a focus on career development can help you: core competencies, support and individual development plan
- How to understand the labor market and approaches for inspiration
- Which staff categories are there for postdocs and what do they entail
- How can KU Leuven help in your career orientation or career management in and outside academia; as well as support you via the individual development plan

### Target group

All postdoctoral researchers. Each doctoral school organizes this information session for their separate group of postdoctoral researchers.

### Provider & webpage

Doctoral School for Biomedical Sciences — <http://admin.kuleuven.be/career-postdoc-bms>

Doctoral School for the Humanities and Social Sciences

— <http://admin.kuleuven.be/career-postdoc-hss>

Arenberg Doctoral School — <http://admin.kuleuven.be/career-in-academia-postdoc>

## → Career coaching



### General description

The YouReCa Career center offers individual career coaching to all young researchers from KU Leuven. This service is additional to the career development workshops for the orientation (what should I do after my PhD/postdoc) related questions and can be valuable if you need a professional coach to dive deeper in the output of the career workshops. Participation in our career workshops is a mandatory prerequisite to apply for career coaching. However, some coachees are driven by other questions to seek career coaching. These might be: I am doubting if I want to continue my PhD, how can I handle the pressure/stress, how can I improve work relations, how can I take care of my well-being, etc. In this case, we invite you to register for individual career coaching. Based on your intake form, we will assess whether it is useful to attend one of our (career) workshops before starting individual career coaching or if we want to get started right away.

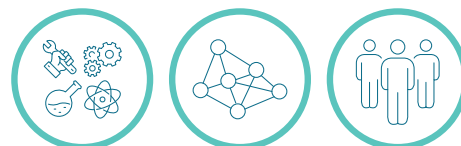
### Target group

For orientation related questions: Doctoral researchers in the 4th year and postdoctoral researchers. For other questions: all doctoral and postdoctoral researchers.

### Provider & webpage

YouReCa Career Center — <http://admin.kuleuven.be/career-coaching>

## → Career Talks



### General description

Twice a year we create a platform for dialogue and encounter between the academic and the non-academic labour market.

During 'Career Talks', speakers share their personal career story and engage in a lively dialogue with each other and the audience. The speakers hold a PhD or postdoc and pursued a career in the private/public sector. Themes that are relevant to the speakers and the audience will be addressed (e.g. research outside academia, the value of a postdoc, how to network, transferable skills).

### Target group

Doctoral and postdoctoral researchers reflecting upon career development.

### Provider & webpage

YouReCa Career Center — <http://admin.kuleuven.be/careertalks>

***“What do participants appreciate? “The personal stories of different past researchers and how they transitioned to non-research jobs; To hear about different opportunities that are possible after doing a PhD and to hear about people’s personal experience; Nice combination of general information and personal stories and the advise to go with it.”***



## → Company visits

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### General description

Are you looking for opportunities outside academia? Would you like to work at a global biotechnology company, a global healthcare company, or a biopharmaceutical company? We organize company visits where you can discover interesting career possibilities. The visits will be announced on the website, registration via Tolinto.

### Target group

Late doctoral and postdoctoral researchers looking for opportunities outside academia.

### Provider & webpage

Doctoral School Biomedical Sciences — <http://admin.kuleuven.be/skills-overview>

## → Professional Development Mentorship Programme

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### General description

The KU Leuven YouReCa Career Center is offering a Professional Development Mentorship programme for **postdoctoral researchers of KU Leuven**. KU Leuven aims to stimulate professional partnerships between postdoctoral researchers and professionals.

Objectives of the programme

- To promote an inspiring and fruitful relationship that will support researchers in their professional careers and personal growth.
- To offer new perspectives, connections and advice by working together to set short and long-term goals and meeting on a regular basis.
- To facilitate intergenerational and intersectoral networking of science professionals.

### Target group

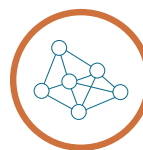
Postdoctoral researchers.

### Provider & webpage

YouReCa Career Center — **To be announced**

# LEADERSHIP & MANAGEMENT

## → Coaching skills for postdocs



### General description

How can Postdoctoral researchers leverage the learning and the professional development of doctoral researchers and other staff members in their research groups? And how to “motivate” and empower others to take on the job, deliver results and come to performance? How to use feedback within this framework of development and performance? Here are some key questions leading to essential coaching skills useful in any coaching, mentoring or leading position. Besides the sharing of experiences with each other, we will reflect on past relevant experiences with the help of cases that you deliver to the workshop. We will look for how to contribute to an effective context of learning, development and performance within your reach of possibilities. Exercise and experimentation with the different skills will equip you with more background to deal with and face coaching as well as leading situations.

We will explore how to:

- challenge others towards self-steering, with the help of coaching conversations
- build trust and provide effective feedback
- install a learning environment
- ask powerful questions that provoke learning and active listening
- empower others to perform

### Target group

Junior Academic Staff (BAP) holding a postdoc position or a position as a research manager and who lead and coach doctoral researchers and other staff members in achieving their goals.

### Provider & webpage

HR-department — <http://admin.kuleuven.be/coaching-skills>

## → Female Brain Power, (Self-) Leadership Module for Female Professionals



### General description

The training ‘Female Brain Power’ teaches the essential skills that professional women need to fully develop their female potential, enhance their power and take the lead. Based on neuroscience, this module provides effective strategies and solutions for women to significantly improve their (self-)leadership skills and strengthen their career position.

### Target group

Female doctoral and postdoctoral researchers with at least two years professional experience.

### Provider & webpage

Arenberg Doctoral School — <http://admin.kuleuven.be/femalebrainpower-set>

Doctoral School Biomedical sciences — <http://admin.kuleuven.be/femalebrainpower-bio>

*“I really learned to understand some critical aspects about myself and what I need”*

## → Foundations of business development

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### General description

This executive teaching program - hosted by core faculty members of Flanders Business School - is ultimately geared towards valorization of (new) scientific knowledge at KU Leuven. The program aims to cover the fundamentals in management fields, and is purposely designed to allow the participants (even those that have no prior experience, or knowledge in these fields) to effectively start to challenge and nurture their ideas/business cases. Throughout the program we aim at providing the participants with relevant frameworks and models, conceptual tools, experience and confidence to embrace challenges and translate these into actionable opportunities.

Successful participants will end the program with:

- An open view on which market segments/customers their idea/opportunity will target and which business models are feasible/preferred
- An integrated view on some important management fields, to be applied when valorizing a specific idea or business concept
- A Flanders Business School certificate, proving their attendance

### Target group

Postdocs, research staff and doctoral researchers reaching the end phase of their PhD (ATP is also welcome in this course).

### Provider & webpage

Industrial Research Fund & Flanders Business School

— <https://www.kuleuven.be/english/research/iof/Science2Business>

— <http://www.flandersbusinessschool.be/nl>

## → Introduction to leadership for doctoral researchers



### General description

People with a PhD degree often end up in a leadership position, both inside and outside academia. This workshop wants to introduce young researchers who are currently not in a formal leadership position to what leadership entails. This way you can make informed career decisions, but also, you can start working on crucial competences which you'll need as a leader.

This workshop introduces you in the basics of leadership skills. We will deal with having influence in collaboration with others and how to steer in achieving results.

### Target group

Advanced doctoral researchers (not in their 1st year!) who like to explore their leadership skills.

### Provider & webpage

HR-department — <http://admin.kuleuven.be/leadership>



## → Learning group 'leadership for postdocs'

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### General description

Do you want to examine your leadership as a Postdoc? During this learning group we will explore how you already disclose leadership at this moment, expand leadership behavior and look for ways to embed your leadership.

The learning group facilitates sharing of experiences, creates “insight” through theory and evidence-based material. Moreover it has the ambition to surpass theory by challenging one another to expand leadership behavior and to find ways to experiment with new behavior (“outsight”), so we can reflect back on this while sharing with the group.

To achieve this precious goal, preparations in between the sessions, as well as active engagement are essential ingredients. Moreover reflection on active experimentation and designing strategies to broaden subdomains of leadership are equally important and are given time and space to further grow your leadership.

Output you can expect:

- Understand, recognize and embed leadership behavior
- Tools and material to reflect on past and present experiences
- Active feedback of stakeholder on your own leadership behavior
- Reflection on new experimented leadership styles and behavior
- An action plan to further realize your intentions for the future
- Literature, video material, books to inspire you and to keep you passionate for the subject
- A network of equally interested Postdocs

### Target group

This workshop is one of the workshops uniquely offered to postdoctoral researchers to sharpen their strategic skills. Others complementary workshops are: Project Management for Postdocs and Coaching skills for Postdocs.

### Provider & webpage

HR-department — <http://admin.kuleuven.be/leiderschap-postdocs>

# General information

## Cancellation or no-show policy

By registering for one of our skills training courses, you agree with our cancellation or no-show policy. Many of these courses are in high demand, so we kindly ask you to inform us as soon as possible if you have to cancel your enrolment. Please check the cancellation policy for each course or on the websites of the provider.

## Credits

Arenberg Doctoral School expects all PhD researchers to follow an equivalent of at least 6 ECTS credits. The courses not always have a fixed number of ECTS credits attached. If the website does not mention a number of ECTS credits, please count the number of hours you spend in the class, at home preparing, etc. A total number of 25-30 hours equals 1 ECTS credit. In this case, be sure to include information about the course (incl. detailed programme of the course) when you submit your doctoral training diary via the milestone in KULoket PhD Progress.

# Other providers

## FLANDERSBIO

### What they do

Help to create value by organising networking and training activities, supporting internationalisation, providing services and building expertise.

### Webpage

<http://flandersbio.be/en/home/>

## IMEC ACADEMY

### What they do

Specialized courses on nanoelectronics and digital technology and engages in research on educational technology.

### Webpage

<https://www.imec-int.com/en/academy>

## KU Leuven KICK

### What they do

Acquire collaborative, leadership and managerial skills, apply your skills in a practical context, stimulate and support entrepreneurship, insights in start-up activities, advice for student-start-ups.

### Webpage

[www.kuleuven.be/kick](http://www.kuleuven.be/kick)

## IPhD SOCIETY

### What they do

job fairs, career events, info events

### Webpage

<https://www.phdsociety.be/>

## VIB

### What they do

They offer a range of courses for all doctoral and postdoctoral life sciences researchers in Flanders, both VIB and non-VIB researchers.

They offer grants to international students for a fully funded 4 year PhD program in life sciences.

They offer fellowships to highly qualified international postdocs – for a period of 3 years – to introduce innovative technologies in the labs.

### Webpage

<https://training.vib.be/>





**We welcome you to use this brochure as a guideline  
for your future career planning and a successful PhD!**

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- **YouReCa Career Center**  
<https://www.kuleuven.be/personeel/careercenter/youreca-career-center/yourecaENG>
- **Arenberg Doctoral School**  
<https://set.kuleuven.be/phd>
- **Doctoral School of Biomedical Sciences**  
<https://gbiomed.kuleuven.be/english/phd>
- **Doctoral School Humanities & Social Sciences**  
<https://ghum.kuleuven.be/phd>