DET SAMFUNDSVIDENSKABELIGE FAKULTET
KØBENHAVNS UNIVERSITET

PH.-D.-SKOLEN

Kursusrække for ph.d.-studerende

2012

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Welcome to the PhD course catalogue 2012

The Copenhagen Graduate School of Social Sciences is happy to announce its course package for 2012. The courses are announced once a year such that students, supervisors and heads of programme may plan ahead. Courses have been selected by the Faculty's PhD Committee, which consists of representatives from academic staff and PhD students from the Faculty's five PhD programmes.

Some of the courses in the 2012 course package are held twice a year: the introductory course which is mandatory for all new PhD students, a course in Scientific Writing in English and a course in teaching pedagogy. Other courses are held once a year: research ethics (held in collaboration with the graduate schools of Humanities and Law), "Styr på tiden – personlig effektivitet" and "Forskningsformidling".

Please also note that some courses are held in English and some in Danish.

The course descriptions in the following pages will give you more information about the contents of the courses, dates, academic requirements, language as well as information about when and how to register. For further information and questions, please contact Head of Section Birgitte Boas Hein (bibh@samf.ku.dk).

The courses in this catalogue are "generic courses" designed to be relevant to all PhD students at the Faculty of Social Sciences. Information on field-specific courses for each of the five PhD programmes is available through links on the website of Copenhagen Graduate School of Social Sciences at:

http://samf.ku.dk/phd-skolen/kurser/ (Danish)
http://samf.ku.dk/phd-skolen/english/courses/ (English)

It may also be useful to visit the PhD website of your department. You will find links at:

http://samf.ku.dk/phd-skolen/om_phdskolen/ (Danish)
http://samf.ku.dk/phd-skolen/english/organisation/ (English)

Sincerely,

Professor Hans Christian Kongsted
Head of Copenhagen Graduate School of Social Sciences and of the PhD Study Committee

Introductory course for new PhD students

During this 1-day course you will be introduced to your new professional life as a PhD student, the initial planning of the individual study programme, the organisational framework of the PhD programme as well as your most important rights and duties. You will also receive good advice about the planning of your studies.

This spring course is mandatory for PhD students who have enrolled as PhD students during the spring of 2012. It is also mandatory for PhD students who have begun their studies since September of 2011, but not yet attended the course. Furthermore the course is open to PhD students who have begun their studies prior to 1 September 2011.

The autumn course is mandatory for PhD students who have enrolled as PhD students during the fall of 2012. It is also mandatory for PhD students who have begun their studies since February of 2012, but not yet attended the course. Furthermore the course is open to PhD students who have begun their studies prior to 1 February 2012.

Time and venue
The spring course will take place on 1 February, and the autumn course will take place on 3 September 2012, both will be held from from 9:00 to 15:30 at the Centre for Health and Society, Øster Farimagsgade 5B, Room 5.1.46.

Registration
Your registration or request to be exempted from participating in the course should be sent to Birgitte Boas Hein, bibh@samf.ku.dk as soon as possible. **Please indicate your department of enrolment in your email.**

Programme
9:00-9:10: *Welcome*/Troels Østergaard Sørensen, Dean at the Faculty of Social Sciences.

9:15-10:30: *Welcome. Description of the organisational framework of the PhD study programme, the initial planning of the individual study programme, and half-year assessment reports*/Head of Copenhagen Graduate School of Social Sciences and of the PhD Study Committee, Professor Hans Christian Kongsted, Department of Economics.

10:45-12:00: *Duties and obligations of the PhD student*/ Birgitte Boas Hein, Head of Section, the Faculty of Social Sciences.

12:00-12:45: Lunch

12.45-15.30: *Introduction to Research Ethics* The aim of this PhD course is to introduce PhD students from the Social Sciences to the fundamental concepts of research ethics, i.e. "Good Scientific Practice" and "Scientific Dishonesty". The course will focus on the following topics:

- What is "Good Scientific Practice" and "Scientific Dishonesty"?
- Using the works of others: How to avoid an accusation of "plagiarism" - from an ethical and legal perspective
- Research collaboration: Rules on authorship and disclosure of the terms of collaboration
- Multiple publications of the same scientific work
- The legal protection of personal data - and its implications for researchers
- Restrictions on using the name and logo of the University of Copenhagen

Lecturers
Morten Rosenmeier, Professor (PhD) at the Faculty of Law, University of Copenhagen, and Chairman of the Committee for the Protection of Scholarly and Scientific Works (Udvalget til Beskyttelse af Videnskabeligt Arbejde, UBVA)
Clement Salung Petersen, Associate Professor (PhD) at the Faculty of Law, University of Copenhagen

ECTS: ½

Project Leadership (in preparation)

Being a PhD student requires project management, financial insight and leadership skills. This course will enable you to take ownership of your project and place it in relationship to the University as a whole. The course will elaborate on the leadership topic; include lectures on leadership styles, practical project management plus university finance systems and governance structures. *Project Leadership* includes practical exercises on day-to-day project management issues, feedback and instruction methods, and includes individual/group work on the participants own projects. The participants will have to give an oral presentation on a leadership/management issue at a seminar approx. 2 weeks after attending this course. The course includes the 2-day workshop Project Management for PhD students.

Course details

ECTS: 3.5 (expected).

Venue
Frederiksberg Campus.

Number of participants
25 (minimum 14).

Dates (2 courses)
27 February-2 March; 29 October-2 November (expected). The final dates will be announced on the website of Faculty of Life Sciences – http://life.ku.dk

Deadline for registration
1 February and 1 October. Only three study slots will be reserved for PhD students from the Faculty of Social Sciences.

Registration
project-management@life.ku.dk

Research Writing in English for PhD Students at the Faculty of Social Sciences

A six-week course for PhD students who wish to communicate their research more effectively in English.

Target Group
The course is intended for PhD students whose first language is not English.

Objective
The aim of the course is to help PhD students with composing their dissertations or research articles in English by expanding their linguistic and strategic repertoire for writing in English.

Content
The course will help participants to express their ideas, arguments and findings more clearly and effectively. Participants will learn useful academic phrases, revisit essential grammar issues, and refine their understanding of sentence patterns as well as punctuation. They will also practice summarizing, defining, providing evidence and problematizing – writing strategies typical of both PhD dissertations and research articles. Additionally, the characteristics of distinctive sections of both PhD dissertations and research articles (Literature Review, Methods, Results and Conclusion) will be discussed.
Before the course starts, participants will be asked to send one sample of their writing (up to 5 pages of unedited text) so that the instructor can adjust the course content to the individual needs of its participants. During the course, participants will write a couple of paragraphs after each session to further practise. The instructor will read these short texts before the following section to offer feedback.

Session 1: Summarising / Literature Review

- PhD dissertation & research article: similarities and differences across fields
- Literature Review: typical structure
- Summary, paraphrase, synthesis
- Useful phrases: referring to the work of others

Session 2: Defining / Methods

- Methods: variations
- Definitions of key concepts
- Securing effective transitions
- Useful phrases: describing processes and indicating limitations

Session 3: Providing Evidence / Results and Findings

- Ordering for emphasis
- Commenting on data
- Evaluating and recommending
- Useful phrases: highlighting significant findings

Session 4: Problematizing / Introduction and Conclusion

- Indicating a research gap
- Establishing the importance of the research topic
- Titles, headings, acknowledgements
- Useful phrases: restating aims and suggesting implications

Session 5: Additional Language Practice

- Punctuation
- Sentence structure
- Tenses
- Definite and indefinite articles

Session 6: Additional Language Practice

- Wordiness and redundancy
- Frequently confused words
- Strategies for effective self-editing and proofreading
- Resources for enriching language

Start/end
Weeks 39-45 (no teaching in week 42)

Time of course
Wednesday 13:00-16:00

Start
26-09-12

Venue
Center for Internationalisering og Parallelsproglighed (CIP)/Centre for Internationalisation and Parallel Language Use, Det Humanistiske Fakultet/Faculty of Humanities, Room 25.3.38; i.e. Building 25, 3rd floor, Room 38.
How to find the Centre: http://cip.ku.dk/english/contact/how_to_find_the_cip/

Preliminary needs analysis
Before the course starts, participants will be asked to send one sample of their writing (up to 5 pages of unedited text) so that the instructor can adjust the course content to the individual needs of its participants.

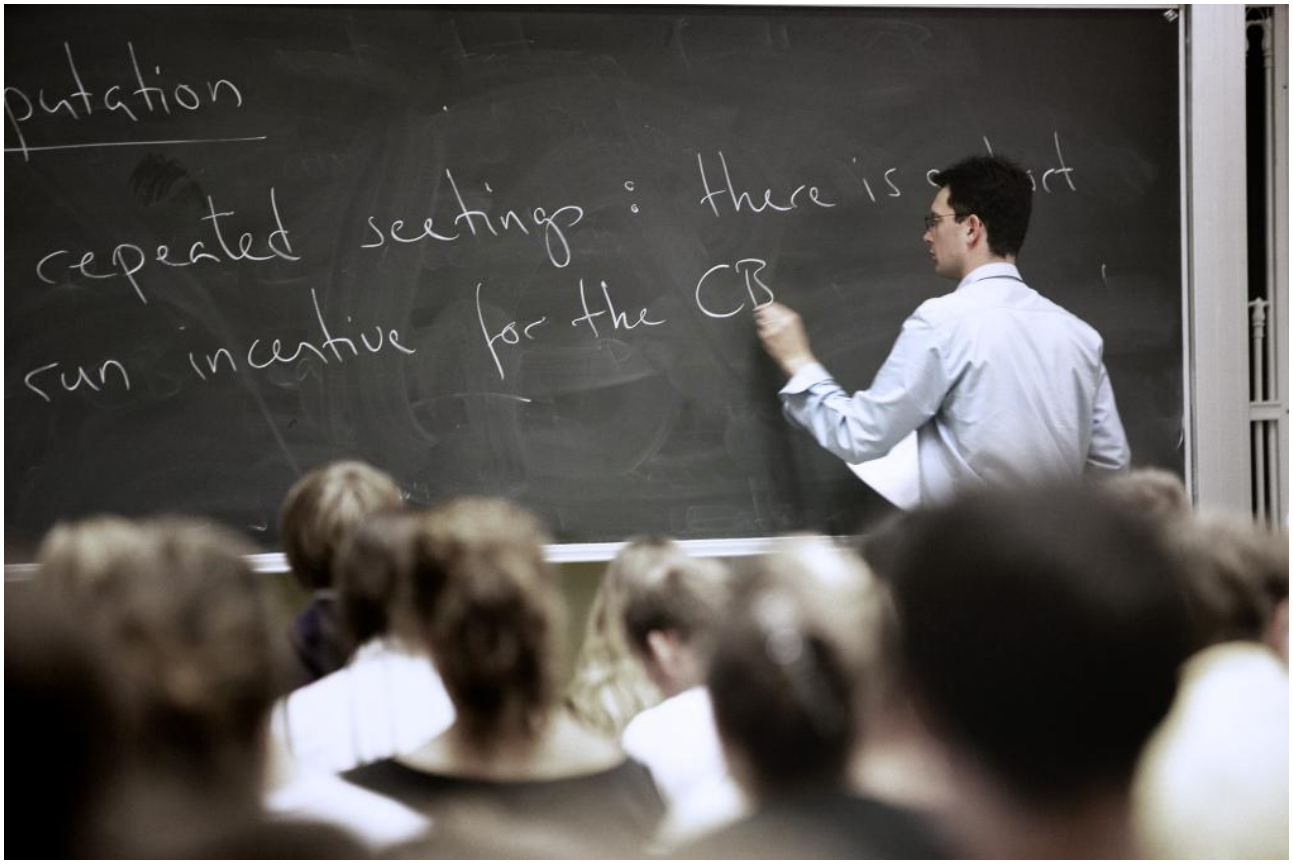
Course diploma
A course diploma is issued upon completion of the course (a minimum attendance of 80 % is required and 5 out of 6 individual papers must be handed in).

ECTS credits

PhD students from the Faculty of Social Sciences are awarded 1½ ECTS points upon completion of the course.

Deadline for registration
01-09-12

Registration
Through the CIP website: http://cip.ku.dk/english/course_catalogue/en_vip/



Styr på tiden – personlig effektivitet

Styrer du tiden, eller styrer den dig? Tiden er en ressource, vi har alle lige meget af den. Det der gør os forskellige er HVORDAN vi anvender tiden. Så hvis du oplever at dit arbejde hober sig op, at du bliver stresset af alt det, du ikke har tid til at gøre og at tiden er blevet en mangelvare, så har du brug for, at få *Styr på tiden*.

Formål
At give deltagerne mulighed for effektivt at udnytte egne ressourcer, få mere ud af arbejdstiden og ikke at være slave af tiden.

Program

- **Proaktiv vs. Reaktiv – arbejder du på forkant eller bagkant?**

Proaktiv adfærd lykkes når vi i håndteringen af de daglige opgave er gode til at bruge:
  - selverkendelsen (hvor lang tid vil dette realistisk tage mig?),
  - forstillingsevnen (hvilke "uforudste" opgaver kunne risikere at dukke op i dag?)
  - samvittigheden (kan jeg tillade mig at sige nej?).

- **Sæt mål og nå dem**

Gennemgang af værktøjet SMARTe mål samt en caseøvelse.

- **Prioritering**

Proaktiv adfærd kræver bevidst prioritering. Følgende to værktøjer præsenteres og diskuteres:
  - Tag de store sten først – og reducer dine overspringshandlinger
  - Tidsmatrix – hvad er vigtigst og hvad haster?

- **Planlægning**

Planlægning er en kreativ og fleksibel proces. Følgende værktøjer præsenteres og diskuteres:
  - Gant kort
  - Nedbrydningsmodellen

- **Produktivitet vs. effektivitet**

Der tales meget om effektivitet, effektive arbejdsgange, effektive samarbejdsprocesser mv. Men hvad er effektivitet egentlig? Og hvad er forskellen på at være produktiv og at være effektiv?

- **Motivation og koncentration**

Effektivitet kræver både energi og fokus. I et arbejdsliv med mange forstyrrelser kan det være vanskeligt. Deltagerne præsenteres for en række konkrete teknikker til at støtte motivationen og styrke koncentrationen.

- **Tids-styring/tids-registrering**

At få styr rigtig på tiden kræver et helt konkret overblik over hvad vi egentlig bruger tiden til. Deltagerne præsenteres for et simpelt værktøj til tids-registrering.

- **Kend dine tidsrøvere og kom dem til livs**
  - Rod og fysisk arbejdsorganisering
  - E-mails
  - Møder

Form
Kurset er tilrettelagt således, at emnerne behandles i teori og praksis - vekslende mellem korte oplæg, diskussioner og øvelser.

Tid og sted
Tirsdag den 20. marts 2012, Center for Sundhed og Samfund, Øster Farimagsgade 5, 1353 København K., lokale 5.1.46.

Tilmelding
Tilmelding til Birgitte Hein, bibh@samf.ku.dk senest mandag den 28. februar 2010.

ECTS
For kurset gives ½ ECTS point.

Underviser
Line Sander eller Hanne Boutrup, SUPPLEMENT A/S

Forskningsformidling

Der vil blive holdt et 1-dagskursus i forskningsformidling i oktober måned 2012. Annonceringen med kursusbeskrivelse og praktiske oplysninger vil ske på Ph.d.-skolens hjemmeside i foråret 2012.

Science and Law
Taking Your Role as a Researcher Seriously

While ethics has often been considered an issue for researchers in Medicine and Science, research ethics also pertains to the Humanities, Social Sciences and Law.
The aim of this course it to introduce PhD students from the Humanities, Social Sciences and Law to a range of basic concepts, principles and norms, which in turn will enable them to understand and reflect upon ethical questions and requirements pertaining to their research.

The course consists of four modules described more fully below and in the detailed course description which you will find in the following link: http://samf.ku.dk/phd-skolen/pdf/ethical_aspects.pdf
The first module focuses on basic issues of academic inquiry in terms of truth, relevance and academic freedom. The second module focuses upon moral norms involved in qualitative research, while the third module focuses upon questions of plagiarism. In the fourth module, the various themes of the course are discussed and brought to bear on the participants' own research projects.

Time
7 and 8 February 2012 (both days between 9 and 16)

Venue
University of Copenhagen, Øster Farigmagsgade 5, 1353 Copenhagen
Room 5.1.46

Programme

7 February 2012

9:00-12:00: Module 1 / Klemens Kappel and Nils Holtug

12:00-13:00: Lunch

13:00-16:00: Module 2 / Henrik Vigh

8 February 2012

9:00-12:00: Module 3 / Morten Rosenmeier, Clement Salung Petersen and Lene Knüppel (fra UVVU)

12:00-13:00: Lunch

13:00-16:00: Module 4 / Klemens Kappel

ECTS: 1½

Registration
Please send an e-mail to Birgitte Boas Hein: bibh@samf.ku.dk.

Deadline for registration
1 February 2011

Readings
The course texts will be available to the participants on the course web-site on 'Absalon,' on the University of Copenhagen intranet, after registration.

Questions
If you have any questions about this course, please contact Birgitte Boas Hein: bibh@samf.ku.dk or Associate Professor Henrik Vigh: henrik.vigh@anthro.ku.dk

Introduction to Research Ethics

- for PhD students who did not attend this short course as part of the general introductory course in September 2011

Contents
The aim of this PhD course is to introduce PhD students from the Social Sciences to the fundamental concepts of research ethics, i.e. "Good Scientific Practice" and "Scientific Dishonesty". The course will focus on the following topics:

- What is "Good Scientific Practice" and "Scientific Dishonesty"?
- Using the works of others: How to avoid an accusation of "plagiarism" - from an ethical and legal perspective
- Research collaboration: Rules on authorship and disclosure of the terms of collaboration
- Multiple publications of the same scientific work
- The legal protection of personal data - and its implications for researchers
- Restrictions on using the name and logo of the University of Copenhagen

If only Danish speaking PhD students sign up for the course, it will be held in Danish, otherwise the course will be held in English.

Time and venue
The course will take place on **16 May 2012 from 13.00 to 15.30** at the CSS (Centre for Health and Society), Øster Farimagsgade 5B, Room 5.1.46).

Registration
Your registration be sent to Birgitte Boas Hein, bibh@samf.ku.dk **no later than 1 May 2012. Please indicate your department of enrolment in your email.**

Lecturers
Morten Rosenmeier, Professor (PhD) at the Faculty of Law, University of Copenhagen, and Chairman of the Committee for the Protection of Scholarly and Scientific Works (Udvalget til Beskyttelse af Videnskabeligt Arbejde, UBVA)
Clement Salung Petersen, Associate Professor (PhD) and Vice-Head of the PhD Programme at the Faculty of Law, University of Copenhagen

ECTS: ¼

Undervisningspædagogik for ph.d.-studerende

Udbydes i januar og august

Ph.d.-skolen tilbyder i samarbejde med Pædagogisk Center Samfundsvidenskab et introduktionskursus i anvendt pædagogik. Kurset henvender sig udelukkende til *Ph.d.-studerende*, der har undervisningsopgaver i 2012.

Tid og sted

Kurset afholdes den 19. og 20. januar 2012 kl. 9.15 – 16.00 og følges af et kollegasupervisionsforløb, som igangsættes i slutningen af februar. Kurset udbydes også i efteråret, i uge 33, men datoerne ligger endnu ikke fast. Datoerne vil blive oplyst senere af Pædagogisk Center ved tilmeldingen til efterårskurset, som i øvrigt sker på samme måde som ved forårskurset. Lokale oplyses for begge kurserne ved tilmeldingsfristens udløb.

Indhold

De to kursusdage skal give deltagerne konkrete redskaber, fif og gode råd til at planlægge og gennemføre holdundervisning. Gennem øvelser, eksempler og diskussion vil vi komme ind på spørgsmål som for eksempel:

- Hvad kræves der af en god underviser?
- Hvordan definerer og opfylder du formålet med din undervisning?
- Hvordan planlægger du semestret?
- Hvordan forskningsbaserer du din undervisning?
- Hvilke virkemidler har du til rådighed?
- Hvordan skaber du en levende dialog i klassen?

Som en del af kurset prøvekører alle deltagerne 10 minutters undervisning, som er forberedt hjemmefra. Det kan f.eks. være en introduktion til en teori eller model eller motivationen for et emne. Det vigtigste er, at oplægsholderne har planlagt deres oplægs *form*, herunder gerne med kreative forslag til at aktivere tilhørerne. Oplæggene følges op med konstruktiv respons fra underviser og de øvrige deltagere på holdet.

Forberedelse

Du forventes at læse kursusbogen *Undervisningspædagogik for universitetslærere* af Bjarne Herskin inden kurset. Ved tilmelding skriver vi til dig, hvor du kan hente bogen.

Tilmelding

Interesserede kan tilmelde sig på mailadressen: kursustilmelding@samf.ku.dk

Tilmeldingsfrist er mandag d. 9. januar 2012 kl. 12.00 for forårskurset og 1. august for efterårskurset, men vær opmærksom på, at tilmelding sker efter 'først til mølle' princippet. Afmelding kan kun ske indtil 4 hverdage før kursets start. Der skal minimum 8 deltagere til for, at kurset bliver oprettet, og der er maksimalt plads til 11 deltagere. **Husk at skrive dit *navn*, *telefonnummer*, *e-mail, og institut* i din tilmelding.** Du er først tilmeldt kurset, når du har modtaget en bekræftelse på dette fra Pædagogisk Center.

ECTS point

Der tildeles 1 ECTS point for kurset.