Get Started

**Objective**
Participants will acquire theoretical knowledge and practical skills for the management of their PhD project at Goethe University.

**Description**
The course is designed as a comprehensive introduction for first-year PhD candidates of all disciplines with a specific focus on basic project management skills for the organization of the PhD project.

You will learn to set smart goals, structure your project and manage it by using relevant tools – from master plans for the entire project to week and day plans. Moreover, you will reflect on your individual working style, learn how to organize time and deal with stress and loss of motivation in the long run.

You will also discuss with the other participants how to contribute to a positive working relationship with your supervisors by expectation and communication management.

**Focal points are:**
- Doing the PhD at Goethe University: Structure and general conditions, information and questions, doctoral education at GRADE
- Why doctoral studies? Personal and vocational expectations and goals
- Your PhD as a project part I: Techniques for organisation and time management
- Your PhD as a project part II: Tools for systematic and realistic planning of research projects
- Expectations regarding supervisor-student relationships during doctoral studies
- Survival Kit: Dealing with all kinds of challenges and difficulties that might occur during a PhD project

**Please note:** Due to the current Covid-19 situation the course will not take place as a 1.5-day compact workshop as usual. Instead, we have redesigned the workshop as an online course combining different methods of learning for the duration of 3 weeks. In addition to participation in 3 online webinars and 3 chat sessions, the course requires an individual workload of approximately 2 hours per week. This is about the same amount of time as for the face-to-face workshop. We are confident that the course will be helpful and supportive for your start in your doctoral project. You will receive regular feedback on all questions that might arise during the application and implementation of tools and methods.

**Organizational Information**

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<thead>
<tr>
<th>Language</th>
<th>English</th>
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<tbody>
<tr>
<td>Target group</td>
<td>First-year Doctoral Candidates from all faculties</td>
</tr>
<tr>
<td>Date</td>
<td>Thursday, 2 July 2020, 16:00-18:30; Monday, 6 July 2020, 17:00-18:30; Thursday, 9 July 2020, 14:00-15:00; Monday, 13 July 2020, 17:00-18:30; Thursday, 16 July 2020, 14:00-15:00; Monday, 20 July 2020, 17:00-18:30</td>
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