

School of Social Work and Social Policy; Information Mapping:  
 Signposts to supports for PhD students: **Key Issues**, **Key Information**, **Key Supports**

Key Issues	Key Information	Key Supports
<b>Academic</b> IT support services Academic/ study support	Supervision sessions PhD colleagues Support services Link in with Blackboard, library support, IT direct support.	<b>Your supervisor(s)</b> The Director of Post Graduate Teaching and Learning DPGTL- Dr. Erna O' Connor email: <a href="mailto:erna.oconnor@tcd.ie">erna.oconnor@tcd.ie</a> Michelle Moore E.O PhD Programme School of Social Work & Social Policy email: <a href="mailto:moorem11@tcd.ie">moorem11@tcd.ie</a> For information on key issues for PhD students please see the School SWSP Structured PhD Programme Website: <a href="https://www.tcd.ie/swsp/postgraduate/phd-programme/">https://www.tcd.ie/swsp/postgraduate/phd-programme/</a> The Graduate Studies website <a href="https://www.tcd.ie/graduatestudies/students/research/">https://www.tcd.ie/graduatestudies/students/research/</a> Library HITS provides EXCELLENT information and support videos <a href="https://www.tcd.ie/library/support/skills-training.php">https://www.tcd.ie/library/support/skills-training.php</a> Endnote demonstration available here <a href="https://www.tcd.ie/library/support/endnote/support.php">https://www.tcd.ie/library/support/endnote/support.php</a> <b>IT support systems</b> Setting up your account <a href="https://www.youtube.com/watch?v=hB46sJrf9EE&amp;t=12s">https://www.youtube.com/watch?v=hB46sJrf9EE&amp;t=12s</a> <b>Orientation</b> <a href="https://www.youtube.com/watch?v=K9VybA8R4O8">https://www.youtube.com/watch?v=K9VybA8R4O8</a> Blackboard : <a href="https://www.tcd.ie/itservices/vle/guides/blackboard/">https://www.tcd.ie/itservices/vle/guides/blackboard/</a>
<b>Psycho social</b> Work- life Balance Human Resource/ academic record Off books Parental leave Role and responsibility of PhD students Information about bullying	College wide directives apply. PhD's are students and not staff members DPGTL contacts to the Dean on case-by-case basis. Postgraduate handbook is an essential guide. Bullying policy provides detailed step by step information – where to go, what to do.  College is currently developing a sexual misconduct policy through the Equality Officer	General and frontline information for postgraduate queries and support from the Postgraduate Advisory Service: <a href="mailto:postgrad.support@tcd.ie">postgrad.support@tcd.ie</a> more information is available at <a href="https://www.tcd.ie/seniortutor/students/postgraduate/">https://www.tcd.ie/seniortutor/students/postgraduate/</a> Mental Health support from Student Counselling Services <a href="https://www.tcd.ie/Student_Counselling/">https://www.tcd.ie/Student_Counselling/</a> Disability/ long-term condition support and reasonable accommodations: <a href="https://www.tcd.ie/disability/">https://www.tcd.ie/disability/</a> College health service: <a href="https://www.tcd.ie/collegehealth/">https://www.tcd.ie/collegehealth/</a> Spiritual support available from the ecumenical Chaplaincy: <a href="https://www.tcd.ie/Chaplaincy/">https://www.tcd.ie/Chaplaincy/</a> Queries or information can be requested from Postgraduate Advisory Service ( <a href="mailto:postgrad.support@tcd.ie">postgrad.support@tcd.ie</a> ) Trinity Calendar <a href="https://www.tcd.ie/news_events/events/">https://www.tcd.ie/news_events/events/</a> PhD Social work and Social policy webpage information <a href="https://www.tcd.ie/swsp/postgraduate/phd-programme/structure-content.php">https://www.tcd.ie/swsp/postgraduate/phd-programme/structure-content.php</a> Postgraduate handbook <a href="https://www.tcd.ie/slscs/assets/pdf/postgraduate_research_student_handbook.pdf">https://www.tcd.ie/slscs/assets/pdf/postgraduate_research_student_handbook.pdf</a> School of social work and social policy postgraduate handbook available here <a href="https://www.tcd.ie/swsp/assets/pdf/Postgraduate%20Research%20Student%20Handbook%20School%20of%20Social%20Work%20and%20Social%20Policy%2022-23.pdf">https://www.tcd.ie/swsp/assets/pdf/Postgraduate%20Research%20Student%20Handbook%20School%20of%20Social%20Work%20and%20Social%20Policy%2022-23.pdf</a> Bullying Policy (Dignity and Respect Policy) can be accessed here <a href="https://www.tcd.ie/media/tcd/equality/pdfs/dignity-and-respect.pdf">https://www.tcd.ie/media/tcd/equality/pdfs/dignity-and-respect.pdf</a> Equality Officer (equality@tcd.ie, <a href="http://www.tcd.ie/equality/">http://www.tcd.ie/equality/</a> )
<b>Career planning</b> Training and upskilling for PhD students Mentoring programmes	Regular emails specific to all vacancies (research posts, teaching posts, invigilator posts all vacancies) are sent out by the school of SWSP. Interview prep including mock interviews available to PhD students. Seek advice-Supervision sessions. Structured programmes available	Student learning and development <a href="https://student-learning.tcd.ie/postgraduate/">https://student-learning.tcd.ie/postgraduate/</a> Mock interviews contact <a href="https://www.tcd.ie/Careers/students/applying/interviews/">https://www.tcd.ie/Careers/students/applying/interviews/</a> 5 and 10 ECTS modules on Careers, Employability and Work- <a href="https://www.tcd.ie/hr/learning-and-development/mentoring/index.php">Trinity Careers Service Careers &amp; Employability modules webpage</a> Under CPD on Trinity's home page a list of 29 courses are presented see <a href="https://www.tcd.ie/courses/">https://www.tcd.ie/courses/</a> Information on teaching tools available at <a href="https://www.tcd.ie/academicpractice/teaching-learning/programme%20and%20module%20design/teaching%20strategies/">https://www.tcd.ie/academicpractice/teaching-learning/programme and module design/teaching strategies/</a> Trinity careers information on mentoring is available here <a href="https://www.tcd.ie/Careers/students/mentoring.php">https://www.tcd.ie/Careers/students/mentoring.php</a> and <a href="https://www.tcd.ie/hr/learning-and-development/mentoring/index.php">https://www.tcd.ie/hr/learning-and-development/mentoring/index.php</a> Mentoring is also covered on the Employability and Work – based learning module available at <a href="https://www.tcd.ie/hr/learning-and-development/mentoring/index.php">Trinity Careers Service Careers &amp; Employability modules webpage</a>
<b>Financial</b>	Discuss with Supervisors	TRISS research fellowship- yearly funding opportunities <a href="https://www.tcd.ie/triss/programmes/research-fellowships.php">https://www.tcd.ie/triss/programmes/research-fellowships.php</a> Postgraduate support fund – apply through DPGTL (page 24 of research handbook <a href="https://www.tcd.ie/slscs/assets/pdf/postgraduate_research_student_handbook.pdf">https://www.tcd.ie/slscs/assets/pdf/postgraduate_research_student_handbook.pdf</a> ) Postgraduate Student Assistance fund: <a href="https://www.tcd.ie/seniortutor/students/postgraduate/financial-assistance/">https://www.tcd.ie/seniortutor/students/postgraduate/financial-assistance/</a> Scholarships and funding options information available here <a href="https://www.tcd.ie/study/postgraduate/scholarships-funding/">https://www.tcd.ie/study/postgraduate/scholarships-funding/</a> The Graduate Studies website <a href="https://www.tcd.ie/graduatestudies/students/research/">https://www.tcd.ie/graduatestudies/students/research/</a>

