School of Medicine

The Research Handbook for Postgraduate Research Students
2020
2nd Edition
As Director of Postgraduate Teaching and Learning a warm welcome to postgraduate students in the School of Medicine.

Trinity College School of Medicine is an international leader in postgraduate education. The School of Medicine provides a vibrant environment for postgraduate study, and currently has over 400 registered postgraduate students. The School offers 20 taught MSc/Diploma programmes, spanning a broad spectrum of medical and scientific disciplines. Research students may undertake Ph.D, MSc, MD or MCh degrees.

Research activities are focused in five major thematic areas, which include Molecular Medicine, Neuroscience, Human Performance & Physical Medicine, Population Health, and Integrative Medicine and Surgery, and research is conducted in state of the art facilities on the main Trinity campus, and in our affiliated teaching hospitals. There is a major emphasis on Translational Research in the School, where research discoveries made in the laboratory can be advanced to a clinical setting to benefit human health.

Postgraduate activities within the School are co-ordinated by the Office of Postgraduate Teaching & Learning.

This research handbook is designed to provide you with information about our School and College in order to assist you with your postgraduate research studies.

This handbook hopes to direct you to several information sources within the College. The School Postgraduate Office is also available to help you with any additional queries you may have.

I wish you the very best wishes in your research.

Professor Kumlesh K. Dev
Director of Postgraduate Teaching and Learning
Dear Postgraduate Students and Colleagues

I am very pleased to welcome you to the School of Medicine, the largest School in Trinity College, ranking within the top 100 medical schools in the world. The School has a vibrant multidisciplinary and collaborative ethos and we work closely with clinical colleagues from all of the School’s partner hospitals and health services to deliver an exciting range of clinically relevant courses.

The School is fortunate to have Professor Kumlesh Dev as its Director of Postgraduate Teaching and Learning this year. We are indebted to previous directors, Professors Stephen Smith and John Gormley for their work to develop postgraduate education in the School and for the preparation of early versions of this handbook.

We are grateful to Prof Stephen Smith for writing the First Edition of Research Handbook for Postgraduate Research Students, written in 2018.

We are also thankful to the previous Directors of PostGraduate Teaching and Learning. Over the years these have been as follows:

- Prof Stephen Smith (2015-2019)
- Prof Orla Sheils (2013 – 2015)
- Prof John Gormley (2009 - 2013)
- Prof Thomas Connor (2007 - 2009)
- Prof. Mark Lawler (2004 – 2007)

We hope you like the new look and have updated the handbook with additional information.

If you have ideas for inclusion of additional information that would be helpful please contact us (see Postgraduate Office contact details below).

I hope your time at the School of Medicine will be enjoyable and productive and that your work will be successful and of significant value to your future career.

Professor Michael Gill
Head of School of Medicine
03

Postgraduate Office Contacts

LEADERSHIP & MANAGEMENT

Details on the organisation and administration of the School of Medicine can be found here:
www.tcd.ie/medicine/staff/core-administration.php

The Leadership and Management of the Postgraduate Teaching & Learning is as follows:

Prof. Kumlesh K. Dev
Director of Postgraduate Teaching and Learning
devk@tcd.ie

Prof. Catherine Darker
Associate Director of Postgraduate Teaching and Learning
M.D. Postgraduate Lead
catherine.darker@tcd.ie

Ms. Dara O’Mahony
Postgraduate Administrator
omahoned@tcd.ie +353 1 896 3557

Ms. Teresa Fox
Postgraduate Executive Office
gradapps@tcd.ie +353 1 896 3556

CONTACT DETAILS

The School Postgraduate office is located on the ground floor of the Stone Building, St James’s Hospital.

The School of Research and Postgraduate Education, Old Stone Building, Trinity Centre for Health Sciences, St. James’s Hospital, Dublin 8

Google map link

Postgraduate Office Contacts
The School Postgraduate Committee meets regularly to discuss matters pertaining to postgraduate research and teaching. The membership is listed below:

**Prof. Denis Barry**
Assistant Professor, Discipline of Anatomy
Prof. Barry teaches gross anatomy and neuroanatomy. His research interests lie in medical education, human anatomy, clinical imaging and developmental neuroscience. His group is investigating the effects of the maternal ketogenic diet on foetal brain development.

**Prof. Julie Broderick**
Assistant Professor, Discipline of Physiotherapy
Prof. Broderick's research is focused on the effect of physical activity across diverse cancer populations. Prof. Broderick is a Physiotherapist. Her research and clinical interests are in the areas of cardio-respiratory, oncology and mental health.

**Prof. Catherine Darker**
Assistant Professor, Discipline of Public Health & Primary Care
Prof. Darker's research interests lie in translating evidence into practice, using theories, evidence and methods for changing behaviours of healthcare professionals, patients and the general public across a wide range of public health projects.

**Prof. Kumlesh K. Dev**
Course Director of MSc Neuroscience
Prof. Dev is a neuroscientist. His research is focussed on drug development for neurological illnesses in the areas of glial biology, demyelination and neuroinflammation.

**Prof. Derek G. Doherty**
Head of Discipline of Immunology
Prof. Doherty’s group is focussed on the research of human innate T cells, their roles in the pathogenesis of disease, and their treatment potential for cancer, infectious and autoimmune disease.

**Prof. Padraic Fallon**
Professor of Translational Immunology
Prof. Fallon research involves use of animal models, and studies on patients with inflammatory diseases. The research advances areas of inflammatory disease processes. mechanism of immunity and therapeutic potential.

**Prof. Catherine Hayes**
Associate Professor in Public Health/Specialist in Public Health Medicine, Discipline of Public Health and Primary Care
The research group of Prof. Hayes is conducting research in smoking cessation intervention and childhood obesity.

**Ms. Megan Kennedy**
BSc. (Physiotherapy), Ph.D (Candidate), Discipline of Physiotherapy
Megan is currently undertaking a Ph.D conducting research in physical activity, cardiorespiratory fitness and cardiometabolic health in individuals with haemophilia. She is also a practicing physiotherapist in musculoskeletal and orthopaedic physiotherapy.
POSTGRADUATE COMMITTEE

Prof. Joanne Lysaght
Associate Professor & Course Co-ordinator of M. Sc. Translational Oncology.
Prof. Lysaght’s leads the Cancer Immunology and Immunotherapy Group who investigate the impact of obesity on anti-tumour immune responses in gastrointestinal cancer patients, with a particular focus on T lymphocytes.

Prof. Ross McManus
Course Director of MSc Molecular Medicine and MSc Genomic Medicine
Prof. McManus’s research focuses on the genomics of important inherited conditions, including coeliac disease, ankylosing spondylitis, psoriasis & psoriatic arthritis and sepsis among others.

Prof. Laura Mullaney
Assistant Professor, Discipline of Radiation Therapy & Course Director in Discipline of Radiation Therapy.
Prof. Mullaney holds a BSc. in Radiation Therapy, an MSc. in Research and a PG Dip. in Statistics and PG Dip in Clinical Health Science Education.

Prof. Jacintha O’Sullivan
Professor in Translational Oncology, Education lead for Cancer Institute & Course Director of MSc Translational Oncology,
Prof. O’Sullivan directs a translational gastrointestinal (GI) research team in the Trinity Translational Medicine Institute (TTMI) in collaboration with clinical and surgical colleagues.

Prof. Julie Renwick
Assistant Professor, Discipline of Clinical Microbiology & Course Co-ordinator of MSc Healthcare Infection
Prof. Renwick has a Ph.D in Medical Microbiology and a Post-graduate diploma in Higher Education from Maynooth University and her research focuses on the microbiome in chronic lung diseases focus on T lymphocytes.

Prof. Patrick Walsh
Assistant Professor of Immunology, in Department of Clinical Medicine.
The research conducted by Prof. Walsh’s group investigates mechanisms of inflammation and immune tolerance, with the aim of translating findings towards the development of improved therapeutics for autoimmune and inflammatory disease in patients.
The mission of the School of Medicine is to:

- facilitate and provide Healthcare Education to the highest international standards
- train clinicians and allied health practitioners who are equipped to fulfill their professional roles in a caring, competent and patient centered manner
- produce individuals who through critical thinking and outstanding professional and ethical standards will become leaders in their field of practice.

The School aims to be a leading research-intensive institution that fosters life-long learning in its graduates and post-graduates. It aims to integrate its educational obligations with other missions for high quality patient care, research excellence and the generation of new knowledge.

The School embraces an ethos of social responsibility, accountability, public service and community involvement. It is dedicated to meeting the healthcare needs of the wider community by training doctors and other professionals to practice with integrity, and a deep understanding of the impact of psycho-social influences and inequity on health and disease.

The ethos of the School is evident across its undergraduate degrees, its postgraduate taught courses and its dedicated and dynamic postgraduate research students.

While Trinity was founded 1592, it was not until 1711, following the construction of the first Anatomy School Building, that the Medical School was officially opened. Since then, the School of Medicine has developed into a unique institution. With a proud tradition of scholarship and research, it has made a significant contribution to the development of medicine. Notable researchers associated with the School include Robert Smith, William Hayes, and Denis Burkitt.

Research in the School is undertaken a several locations including Trinity Biomedical Sciences Institute (TBSI, www.tcd.ie/biosciences), Trinity Translational Medicine Institute (TTMI, www.tcd.ie/ttmi) and the School’s affiliated teaching hospitals. The research income of the School is amongst the highest in TCD. School staff and postgraduates regularly publish in high impact journals and those of international repute in discipline-specific fields. The School now has over 450 postgraduate students and ~1300 undergraduates.

Pictures Below: Left, Robert Smith (Surgeon, Discoverer Neurofibromatosis); Centre, William Hayes (Geneticist, Pioneer of bacterial genetics); Right, Denis Burkitt (Surgeon, Described Burkitt's Lymphoma)
The relationship of supervisor to candidate is best thought of as one of mentorship.

Effective mentorship depends on a secure and trusting relationship between the supervisor and student. Supervisors must be accessible to the students for consultation, advice and assistance. Supervisor and student should meet on a regular basis and reply to each other within a reasonable time. The supervisor should also give students all possible assistance regarding access to material, equipment and other resources essential to their research.

The student is reliant on the supervisor’s experience, where the supervisor will advise the student on the appropriate academic standard for submission or transfer. Balanced against this is that, in Trinity College, students are ultimately responsible for their own work, and its formal submission to the University.

Regulations pertaining to the procedure for examination of a research candidate are outlined in the Calendar Part 3.

Co-supervisors are permitted, if prior approval has been obtained from the Dean of Graduate Studies.

In all cases of co-supervision, one supervisor will be the principal supervisor and that person should be in the department in which the student is registered. Additional supervisors can be appointed by request. The supervisor will contact the Director with such a request. Adjunct supervisors from outside TCD may be appointed with permission of the Dean.

It is also mandatory that you have a Thesis Committee.

The ‘thesis committee’ model applies to all incoming Ph.D. students from September 2019. A panel should be appointed as soon as possible, and within the first 6-9 months of your Ph.D. The ‘thesis committee’ is there to support you and your supervisor. It should consist of two academics and will meet with the student around the time of submitting their progress reports. The ‘thesis committee’ may also act as the confirmation panel at 18 months.
The Trinity Ph.D is awarded to those who have been able to demonstrate:

- a systematic comprehension of a research field and mastery of associated skills and methods
- an ability to conceive, design, implement and adapt a substantial process of research with scholarly integrity, rigour and discrimination, which may involve development of new skills, techniques, tools or materials
- the capability of critical analysis, evaluation and synthesis of new and complex ideas
- a significant contribution to original research, which extends knowledge, some of which merits publication in refereed publications
- an ability to communicate with peers, the larger scholarly community and with society in general about their areas of expertise in a sustained and exact manner
- a regard for ethical, therapeutic, and healthcare considerations of their research and the impact of such considerations within academic, scientific, technological, social and cultural contexts

All Ph.D students are considered to be registered in a structured Ph.D. In TCD, a structured Ph.D is deemed to be one within which:

- a student is registered for a period of up to 4 years (Full Time) or up to 6 years (Part Time)
- a student is required to undergo a rigorous transfer/confirmation process during their 2nd year (at 18 months, Full Time) or during their 3rd year (at 30 months, Part Time)
- a student can avail of skills training and advanced disciplinary modules during the course of their degree, up to a specified limit (from a minimum of 10 ECTS to a maximum of 30 ECTS prior to transfer/confirmation)
Gaining your required ECTS credits

OUTLINE

All students registered for a Ph.D (Full time and Part time) in Trinity College are in a Structured Ph.D programme. All Ph.D students must take between 10 to 30 ECTs in level 9 courses. These can be modules set up by the School specifically for Ph.D students, modules from taught masters programmes (running in your School or in another School by permission) or modules provided by non-academic units in College for Ph.D students. Ph.D entrants will be required to register for modules in my.tcd.ie. Successful completion of modules will be recorded and progression will be dependent on successful completion. If 10 ECTS are not completed by the time of submission, examination of the thesis will not be permitted. Students should discuss their module choices with their supervisor.

MANDATORY MODULE

<table>
<thead>
<tr>
<th>Module Title</th>
<th>Description</th>
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<tbody>
<tr>
<td>Research Integrity and Impact in an Open Scholarship Era (CA 7000)</td>
<td>Ph.D students will be required to complete this on-line module, This module will address the importance of research ethics in the context of open research, the danger of research plagiarism and the necessity to comply with the demands of best research practice as promoted by Trinity’s League of European Research Universities (LERU) partners (<a href="http://www.tcd.ie/about/leru/">www.tcd.ie/about/leru/</a>). This module should be completed within the first 6 months of your Ph.D</td>
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MODULES PROVIDED BY SCHOOL

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<tr>
<th>Module Title</th>
<th>Description</th>
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<tbody>
<tr>
<td>Key Skills for Biomedical Research</td>
<td>Is a 5 ECTS module provided by Trinity Translational Medicine Institute (TTMI, <a href="http://www.tcd.ie/ttmi">www.tcd.ie/ttmi</a>), and provides training in statistics, ethics, bibliographic skills, resume production etc.</td>
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<tr>
<td>Current concepts in Biomedical Research</td>
<td>This is a seminar based module also delivered by Trinity Translational Medicine Institute (TTMI, <a href="http://www.tcd.ie/ttmi">www.tcd.ie/ttmi</a>).</td>
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MODULES PROVIDED BY CAPSL

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<tr>
<th>Module Title</th>
<th>Description</th>
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<tr>
<td>Teaching and Supporting Learning as a Graduate Teaching Assistant</td>
<td>This is a module to upskill students in teaching methodologies. This module is provided by College Academic Practice &amp; eLearning (CAPSL) (<a href="http://www.tcd.ie/CAPSL">www.tcd.ie/CAPSL</a>) in an on-line format.</td>
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MODULES FROM TAUGHT MSC COURSES

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<th>Module Title</th>
<th>Description</th>
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<tr>
<td>MSc Course modules</td>
<td>Students may register on MSc modules (please see list on next two pages) with permission of the module coordinator. If taking such modules you will be required to take assessments. Questions concerning enrolment in modules should be directed at Dara O’Mahony <a href="mailto:omahoned@tcd.ie">omahoned@tcd.ie</a> (see contacts)</td>
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DOUBLE-COUNTING CREDITS

Students will take modules only for credit and not for an award.

Certificates or Diplomas gained during your Ph.D are considered independent from your Ph.D. These will not be counted as part of your Ph.D ECTS.

For example, modules taken via the Certificate in Statistics, will not be counted for Ph.D ECTS if the certificate is awarded, because this would be double counting modules for two separate degrees i.e. the Certificate and the Ph.D. Modules taken from the Cert in Statistics without gaining the certificate award can be counted toward the ECTS needs of your Ph.D.

If you are unclear about this please contact immediately Dara O’Mahony omahoned@tcd.ie
The modules available from the MSc or Diploma Taught Courses in the School of Medicine are listed below. Each course offers specialised modules, which students can take to obtain their ECTS. In most cases the modules below are 5 ECTS, but some are 10 ECTS (check with the Course Co-ordinator).

There are also some 'Stand-alone' Modules not associated with courses that can be taken and listed below. We suggest you explore the possibility of taking modules that might be outside your field of study and that might enhance your horizons. Be aware, however, that some of these modules will be advanced and may require a certain level of knowledge. Should you be interested in taken a module, then please contact the Course Co-ordinator listed below.

<table>
<thead>
<tr>
<th>MSc COURSE</th>
<th>MODULES</th>
<th>COORDINATOR CONTACT</th>
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<tbody>
<tr>
<td>Translational Oncology</td>
<td>- Cellular and Molecular Basis of Cancer (SU7001)</td>
<td>Prof. Jacintha O’Sullivan <a href="mailto:OSULLIJ4@tcd.ie">OSULLIJ4@tcd.ie</a></td>
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<td></td>
<td>- Disease-Specific Cancers: Scientific &amp; Clinical Perspectives (CU7002)</td>
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<td>- Tumour Immunology (CM7003)</td>
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<td>- Radiation, Chemotherapy &amp; Molecular Targeted Therapies (CM7004)</td>
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<td>- Cancer Epigenetics, Gene Regulation and Stem Cells (CM7005)</td>
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<td>- Molecular Pathology and Diagnostic Imaging (CM7006)</td>
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<td>- Obesity, Metabolism and Physical Activity (CM7010)</td>
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<td>- Drug Development from Discovery to Commercialization (CM7011)</td>
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<td>- Cellular and Genomic Instability (CM7012)</td>
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<td>- Tumour Microenvironment (CM7013)</td>
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<td>- Clinical Pharmacology and Therapeutic Toxicity (CM7014)</td>
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<td>- Clinical Trials and Health Economics (CM7015)</td>
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<tr>
<td>Molecular Medicine</td>
<td>- Cellular Biology &amp; Cell Signalling Mechanisms (CM7130)</td>
<td>Prof. Ross McManus <a href="mailto:RMCMANUS@tcd.ie">RMCMANUS@tcd.ie</a></td>
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<td></td>
<td>- Introduction to Genetics and Development (CM7131)</td>
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<td>- Human Genetics (CM7132)</td>
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<td>- Molecular and Cellular Immunology (CM7133)</td>
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<td></td>
<td>- Molecular Oncology (CM7134)</td>
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<td></td>
<td>- Infectious Agents, Biological and Clinical Implications (CM7135)</td>
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<td></td>
<td>- Molecular Mechanisms of Human Disease 1 (CM7136)</td>
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<td>- Molecular Mechanisms of Human Disease 2 (CM7137)</td>
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<td></td>
<td>- Advanced Diagnostics and Therapeutics (CM7230)</td>
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<td>- NanoMedicine and Medicinal Chemistry (CM7231)</td>
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<tr>
<td>Addiction Recovery</td>
<td>- Basic Concepts and Policy in Recovery (PCP1 7002)</td>
<td>Prof. Jo-Hanna Ivers <a href="mailto:jivers@tcd.ie">jivers@tcd.ie</a></td>
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<td></td>
<td>- Research Methodology 1 (PCP1 7004)</td>
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<td></td>
<td>- Substance Addiction Psychopharmacology (PCP1 7006)</td>
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<td></td>
<td>- Neurobiology of Addiction (PCP1 7007)</td>
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<td>- Addiction Recovery; Theory, Techniques &amp; Interventions (PCP1 7009)</td>
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<td>- Clinical Application of Evidenced Based Intervention (PCP1 7010)</td>
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<td>- Mental Health and Supervised Clinical Application 1 (PCP1 7011)</td>
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<td>- Mental Health and Supervised Clinical Application 2 (PCP1 7012)</td>
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<tr>
<td>Neuroscience</td>
<td>- Experimental Neuroscience (PG7903)</td>
<td>Prof. Kumlesh K. Dev <a href="mailto:devk@tcd.ie">devk@tcd.ie</a></td>
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<td></td>
<td>- Current Experimental Techniques (PG7904)</td>
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<td>- Drug Development (PG7102)</td>
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<td>- Neuroimaging (PR7908)</td>
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<td></td>
<td>- Neural Engineering (EE7900)</td>
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<tr>
<td>MSc COURSE</td>
<td>MODULES</td>
<td>COORDINATOR CONTACT</td>
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<tr>
<td>Radiotherapy Practice</td>
<td>- Delineation for Radiotherapy (RT6014-A-Y-201920:)</td>
<td>Prof. Laura Mullaney, <a href="mailto:Laura.Mullaney@tcd.ie">Laura.Mullaney@tcd.ie</a></td>
</tr>
<tr>
<td>Clinical Exercise</td>
<td>- The Cardiovascular and Respiratory system (PT6001)</td>
<td>Prof. Cuisle Forde, <a href="mailto:c.forde@tcd.ie">c.forde@tcd.ie</a></td>
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<tr>
<td></td>
<td>- Physical Activity and Exercise (PT6002)</td>
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<td>- Exercise in the Prevention and Treatment of Disease (PT6003)</td>
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<tr>
<td>Psychoanalytic Psychotherapy</td>
<td>- Theoretical Frameworks I: Foundations of Psychoanalysis (PR8011)</td>
<td>Prof. Paul Moore, <a href="mailto:moorep4@tcd.ie">moorep4@tcd.ie</a></td>
</tr>
<tr>
<td></td>
<td>- Theoretical Frameworks II: Developments in Psychoanalytics (PR8103)</td>
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<td>- Infant, Child &amp; Adolescent, and Adult Development (PR8010)</td>
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<tr>
<td>Global Health</td>
<td>- Sexual Health (CM7058)</td>
<td>Prof. Ann Nolan, <a href="mailto:NOLANA13@tcd.ie">NOLANA13@tcd.ie</a></td>
</tr>
<tr>
<td>Pharmaceutical Medicine</td>
<td>- Non-clinical testing, pharmaceutical and early clinical development</td>
<td>Prof. Joanne Ramsey, <a href="mailto:RAMSEYJ@tcd.ie">RAMSEYJ@tcd.ie</a></td>
</tr>
<tr>
<td>Clinical Chemistry</td>
<td>- Modules in this course are not available for Structured Ph.D ECTS</td>
<td>Prof. Gerard Boran, Ann Leonard <a href="mailto:BORANGP@tcd.ie">BORANGP@tcd.ie</a></td>
</tr>
<tr>
<td>Sports &amp; Exercise Medicine</td>
<td>- Modules in this course are not available for Structured Ph.D ECTS</td>
<td>Prof. Nick Mahony, <a href="mailto:NJMAHONY@tcd.ie">NJMAHONY@tcd.ie</a></td>
</tr>
<tr>
<td></td>
<td></td>
<td>Neil Fleming, <a href="mailto:neil.fleming@tcd.ie">neil.fleming@tcd.ie</a></td>
</tr>
<tr>
<td>Cognitive Behav. Psychother.</td>
<td>- Modules in this course are not available for Structured Ph.D ECTS</td>
<td>Prof. Fitzmaurice Dr. Craig Chigwedere <a href="mailto:CHIGWEDC@tcd.ie">CHIGWEDC@tcd.ie</a></td>
</tr>
<tr>
<td>Medical Imaging</td>
<td>- Modules in this course are not available for Structured Ph.D ECTS</td>
<td>Prof. Suzanne Dennan, <a href="mailto:dennans@tcd.ie">dennans@tcd.ie</a></td>
</tr>
<tr>
<td>Diagnostic Radiography</td>
<td>- Modules in this course are not available for Structured Ph.D ECTS</td>
<td>Prof. Suzanne Dennan, <a href="mailto:dennans@tcd.ie">dennans@tcd.ie</a></td>
</tr>
<tr>
<td>Healthcare Infection</td>
<td>- Modules in this course are not available for Structured Ph.D ECTS</td>
<td>Prof. Julie Renwick, <a href="mailto:renwickj@tcd.ie">renwickj@tcd.ie</a></td>
</tr>
<tr>
<td>Healthcare Innovation</td>
<td>- Modules in this course are not available for Structured Ph.D ECTS</td>
<td>Prof. Michelle Armstrong, <a href="mailto:michelle.armstrong@tcd.ie">michelle.armstrong@tcd.ie</a></td>
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<thead>
<tr>
<th>DISCIPLINE</th>
<th>STAND-ALONE MODULE NAME</th>
<th>COORDINATOR CONTACT</th>
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</thead>
<tbody>
<tr>
<td>Psychology &amp; Global Health</td>
<td>- Research Seminar Skills Module (PS9103)</td>
<td>Prof. Frédérique Valieres, <a href="mailto:FVALLIER@tcd.ie">FVALLIER@tcd.ie</a></td>
</tr>
</tbody>
</table>
09
Timelines, Targets & Milestones

REGISTRATION

Upon accepting your place as a postgraduate student, you must register. Registration is either in September or March dependent on when your application was accepted. An online guide to registration is provided here\(^1\).

Academic fees can be paid on-line, but many students are sponsored and there is an option to add this sponsorship within mytcd.ie. Your supervisor should be able to provide details of this sponsorship.

There are charges for late registration. **It is the responsibility of the student to re-register on an annual basis.**

Failure to register can result in a late registration fee. Research conducted if not registered will not be counted toward the degree.

Regulations pertaining to postgraduate research students may be found in the Calendar Part III. Section 2 and can be found here\(^3\).

**Annual academic fees for research degrees can be found here\(^2\).**

TIMELINE

For Ph.D students, the minimal time to remain on the full-time (FT) register is 2 years and maximal time is 4 years. The majority of full time (FT) Ph.D students complete their Ph.D in 36-44 months. For part time (PT) Ph.D students, the maximal time is 6 years.

ANNUAL REGISTRATION AND REPORTS

| Ph.D FT: | Years 1 & 3 | Annual Reports need to be submitted every year, except for the year in which you conduct your transfer viva (continuation report) and the year in which you submit your thesis (please see below for more exact timelines) |
| Ph.D PT: | Years 1, 2, 4 & 5 |

TRANSFER TO PH.D REGISTER

| Ph.D FT: | 18 months |
| Ph.D PT: | 30 months |

The transfer to Ph.D Register involves a continuation report, research presentation and a continuation interview. On passing these elements students are then recommended to transfer onto the Ph.D Register (please see below for details).

PH.D THESIS SUBMISSION

| Ph.D FT: | Within 4 Years |
| Ph.D PT: | Within 6 Years |

Students will submit their thesis within 4 years (full time) and 6 years (part time). Extensions to these timelines will require Dean’s approval and in some cases approval by Head of School. Please contact us at the Postgraduate Studies Office (Dara O’Mahony, omahoned@tcd.ie) as soon as possible if this may be the case.

Notes:  
# Key Forms and Guides

## FORMS AND GUIDES

A summary of the forms and guidelines that will help both you as the student and your supervisor is provided in the list below. All forms are available from us at the Postgraduate Teaching and Learning Office. Just email omahoned@tcd.ie or gradapps@tcd.ie if you need any of these forms.

## STUDENT FORMS AND GUIDES

<table>
<thead>
<tr>
<th>FORM</th>
<th>Description</th>
<th>Notes</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>STUDENT FORM 1:</strong> Annual Progress Report</td>
<td>The Annual Progress Report needs to be completed in Years 1 &amp; 3 (Full Time) or in Years 1, 2, 4 &amp; 5 (Part Time). Please email us if you don’t receive this form at the required time. See next pages for more details.</td>
<td></td>
</tr>
<tr>
<td><strong>STUDENT FORM 2:</strong> Continuation Assessors Information Form</td>
<td>We will send you a Continuation Assessors Information Form before your continuation procedure, which is conducted at 18 months (Full Time) or 30 months (Part Time). This form request information on you, your supervisor and assessors as well as your thesis title and abstract.</td>
<td></td>
</tr>
<tr>
<td><strong>STUDENT FORM 3:</strong> Continuation Declaration on Plagiarism Form</td>
<td>Please attach a completed Continuation Declaration on Plagiarism Form together with your Continuation Report. We will send you this form or email us if you don’t receive this. The continuation procedure is conducted at 18 months (Full Time) or 30 months (Part Time).</td>
<td></td>
</tr>
<tr>
<td><strong>STUDENT FORM 4:</strong> Intention to Submit Form</td>
<td>Are you about to submit your final thesis? Don’t forget to submit your Intention to Submit form. This form must be completed and returned at least three months prior to submission. Email us if you need a copy of this form.</td>
<td></td>
</tr>
<tr>
<td><strong>STUDENT FORM 5:</strong> Student Request Extension Form</td>
<td>If you have a Request for Extension (i.e. extension of timelines) please email us. We will send you a Request for Extension Form to complete, which will help us manage your request. Please email us as early as possible should this be the case.</td>
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</table>

## SUPERVISOR FORMS AND GUIDES

<table>
<thead>
<tr>
<th>FORM</th>
<th>Description</th>
<th>Notes</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>SUPERVISOR FORM 1:</strong> Assessors Continuation Form</td>
<td>As the supervisor, please ensure the Assessors submit an Assessors Continuation Form. This should be done once your student completes the Continuation Procedure. Email us if you require this form. Once approved, we will then send you the Supervisor Continuation Form.</td>
<td></td>
</tr>
<tr>
<td><strong>SUPERVISOR FORM 2:</strong> Supervisor Continuation Form</td>
<td>As the supervisor you will be required to submit a Supervisor Continuation Form. This is a one page form that needs your signature. Please email us if you require this form. Sign and return to us and we will then send to the Dean.</td>
<td></td>
</tr>
<tr>
<td><strong>SUPERVISOR FORM 3:</strong> Examiner Nomination Form</td>
<td>Is your student about to submit their thesis? As the supervisor, you are required to submit an Examiner Nomination Form providing details of the Internal and External Examiner, as well as the C.V. of the External Examiner. Once your student has submitted their thesis this form should be sent to you. If not, please email us and we will send you this form.</td>
<td></td>
</tr>
<tr>
<td><strong>SUPERVISOR FORM 4:</strong> Supervisor Declaration on Extern Form</td>
<td>You will be required to submit a Supervisor Declaration on Extern Form as well as the Examiner Nomination Form. Please email us to request the Supervisor Declaration on Extern Form. Approval of External Examiners is made by the Dean of Graduate Studies. No flights, viva dates etc. should be finalised until the Dean has approved.</td>
<td></td>
</tr>
<tr>
<td><strong>SUPERVISOR FORM 5:</strong> Chair of Viva Form &amp; Information Pack</td>
<td>The Chair of a viva must be of at least Associate Professor grade. If you are chairing a viva please email us and we will send you the Viva Chair Information Pack. There is also a short Chair’s report that you will be required to complete.</td>
<td></td>
</tr>
</tbody>
</table>
Submission of Annual Reports

Annual Reports

Annual progress reports must be submitted at the following times:

Full Time Students (4 Years)
- Return Reports in Years 1 & 3
- September Registrants: by 31 July
- March Registrants: by 31 January

Part Time Students (6 Years)
- Return Reports in Years 1, 2, 4 & 5
- September Registrants: by 31 July
- March Registrants: by 31 January

Additionally, students may meet with their ‘thesis committee’ at 6 to 9 months to describe their project and inform them of progress with the research. Please see Section 05: The Student and Supervisor for more information on your mandatory thesis committee.

The Director of Postgraduate Teaching & Learning reviews the progress reports and confirms with Academic Registry. Students will be invited to register for the next academic year once the Postgraduate Teaching & Learning office confirms the report has been submitted.

If reports are not submitted, then the student will not be called to register. These short report forms are completed by the student and supervisor.

The time of annual reports also makes an excellent opportunity for students to meet with their ‘thesis committee’. Students can describe their project, inform the ‘thesis committee’ of their progress and obtain useful feedback. Please see Section 05: The Student and Supervisor for more information on your mandatory thesis committee.

Annual Report Templates will be sent by the Postgraduate Teaching & Learning Office.

If you have not received this form Annual Progress Report please email us as the Postgraduate Teaching and Learning Office: omahoned@tcd.ie or gradapps@tcd.ie.

E-Submission of the Annual Report

A PDF electronic copy (with FILE NAME containing your name and student number) of the annual report should be submitted to Ms. Teresa Fox:

Phone: 01-8963556/3557;
E-mail: gradapps.hs@tcd.ie

Please also cc’ in your submission email to: Ms. Dara O’Mahony, omahoned@tcd.ie and the Director of Postgraduate Teaching & Learning (Prof Kumlesh K. Dev, devk@tcd.ie)
Submission of Continuation Report & Transfer to Ph.D Register

CONTINUATION ASSESSORS INFORMATION FORM

Please note that the continuation procedure replaces the annual report for that year. We will send you a Continuation Assessors Information Form before your continuation procedure, which is conducted at 18 months (Full Time) or 30 months (Part Time).

The form requests information on you, your supervisor and assessors as well as your thesis title and abstract.

YOUR RESPONSIBILITIES

Students must be confirmed onto the Ph.D register at 18 months for fulltime Ph.D students or at 30 months for part time Ph.D students (no later).

The Ph.D continuation procedure involves the following process:

- Submission of a Ph.D Continuation Report
- Research Presentation Day at School of Medicine event arranged by the Director of Teaching & Learning Postgraduate
- A Continuation Interview to discuss results and progress arranged by the Supervisor.
- In addition, your supervisor will submit a Progress Report to your assessors.

March entrants should complete the continuation process in October of their second year. September registrants should complete the process in March of their second year.

Evaluation of the Ph.D Continuation process will be performed by a Ph.D Continuation Panel comprised of a minimum of two members of academic staff.

The Ph.D Continuation Panel can be the same as you Thesis Committee.

Alternatively, Ph.D Continuation assessors will usually be from within the School of Medicine, and will have the appropriate expertise to evaluate the submitted work. These procedures are compatible with broad guidelines in the College Calendar, Part 2 Section 2.15).

YOUR SUPERVISOR’S RESPONSIBILITIES

The supervisor is required to:

- Provide the names of Two Assessors that have agreed to assess suitability of the student for continuation and are available to attend the Presentation.
- The Ph.D Continuation Panel can be the same as you Thesis Committee.
- Discuss and review the Continuation Report prior to submission.

- Arrange a Continuation Interview, on the same day or close to the presentation session.
- Submit a Progress Report to your assessors

Any scientific papers published or in-press, for which the student is first author, may be used as a basis for the Continuation Report. This course of action should be discussed with the Director of Postgraduate Teaching and Learning prior to submission.
Students will produce a Continuation report based on their research study.

The following applies (please also see note [2] below):

- use a font of your choosing
- font size should be 10-point size
- text should be single spaced
- pages must be numbered
- figures should clear and with own figure legends
- you may choose any bibliographic style, but be consistent, bibliography should be in font size 8-point size

The continuation report will be shorter than a completed thesis but should have the same headings as described below (please see General Thesis Structure).

Each new heading should start on a new page. In addition, the Continuation report following should have the following two sections:

- **Future Directions** – Describe the approaches and experiments that are yet to be undertaken.
- **Thesis plan** – Finally, present a chapter-by-chapter outline of how you envisage your thesis. The thesis plan could be up to two pages in length, and will describe chapters that are complete, on-going and planned. Include a timeline for the planned work. The thesis plan and future directions section is a very important component of your write up.

A PDF electronic copy (with FILE NAME containing your name and student number) of the annual report should be submitted to Ms. Teresa Fox:

Phone: 01-8963556/3557;
E-mail: gradapps.hs@tcd.ie

Please also cc’ in your submission email to: Ms. Dara O’Mahony, omahoned@tcd.ie and the Director of Postgraduate Teaching & Learning (Prof Kumlesh K. Dev, devk@tcd.ie)

Remember to attach a completed **Continuation Declaration on Plagiarism Form** together with your Continuation Report. We will send you this form. The continuation procedure is conducted at 18 months (Full Time) or 30 months (Part Time).

You should submit an electronic copy of their report through Turnitin. Turnitin can detect plagiarism in a written document. Further information on the College’s policy on plagiarism can be found in the section below on plagiarism

Please contact Ms. Dara O’Mahony, omahoned@tcd.ie regarding submission of your reports via Turnitin.

Notes: [1] www.tcd.ie/calendar/general-information; [2] The use of a small font size for text (point size 10) and smaller font size for bibliography (point size 8), and the use of single spacing is all in an effort to reduce page numbers and thus paper amounts. We ask students to consider page numbers when putting together their reports. Ask yourself also if the size of figures can be reduced without compromising clarity, or presentation. The move toward a PDF submission is also in effort to reduce paper use, and we ask supervisors and assessors to avoid printing wherever possible.
As part of the continuation process, students will present their research results and future research plans at the relevant Research Continuation Event (Autumn/Spring). The process will consist of a short presentation (10-15 min) with time for questions and discussion.

The chair will stop your talk if it goes over time.

Dependent on your presentation style you may have 10-17 slides (this is not a prescriptive, but purely a guide). The first slide should contain the title, your name and the name(s) of the supervisors(s).

The purpose of the talk is to aid your assessors, so your talk should comprise of an introduction, a summary of the research questions/hypotheses, a description of the findings to date, a discussion of these findings and a plan for the future. You will also have an acknowledgement slide.

- **Introduction:** This should be aimed at an expert who may not be entirely familiar with your research. Normally 2-4 slides.
- **Research aims, questions and hypotheses:** You should have a slide that summarises your aims, hypotheses or questions.
- **Description of the findings:** How you answered these questions or sought to prove the hypotheses will be described in the bulk of the presentation. You need not present every single piece of data you have generated in the past 18 months.
- **Discussion:** In these slides you will discuss the importance of your data, how it relates to the field, and how has it advanced our understanding. You might also talk about experimental approaches that may have not worked, and how you might troubleshoot these experiments.
- **Plan for the future:** A key question for the continuation panel is how the research will continue and become worthy of a higher degree. Therefore, a plan for the remainder of your thesis work is vital. Essentially you can describe what experiments you will do and how long will these take. You might even consider grouping your research into areas that could form the basis of thesis chapters. Also in these slides, you might allude to papers (planned, submitted, accepted etc) or conferences you have attended or will attend.
- **Acknowledgements:** Thank those who assisted and facilitated you, including, co-workers, collaborators, funders and supervisors.

Some useful links are provided below:

- This link is quite a good guide to giving a short talk: www.nextscientist.com/improve-presentation-skills-of-phd-students/
- College regulations on plagiarism, found here: https://libguides.tcd.ie/plagiarism/about
- Ready Steady Write tutorial: https://libguides.tcd.ie/plagiarism/ready-steady-write
- A link to the library’s supports is below and should be visited: https://student-learning.tcd.ie/learning-resources/presentation/
- In your report and after the front cover, you must include declaration found here: https://libguides.tcd.ie/friendly.php?s=plagiarism/declaration
- Lastly, the official TCD slides should be used for all your presentations: www.tcd.ie/identity/powerpoint/index.php

It is mandatory that you use official TCD slides for your presentations.
The presentation will be followed by a Continuation Interview where the student discusses their research and with the Continuation Panel. The interview is scheduled and arranged by the Supervisor or a person nominated by the Head of Discipline. Where possible the interview should be arranged on the same day or close to the presentation session.

Based on their assessment of the quality of the Continuation Report and the ability of the student to present and discuss their results, the Ph.D Continuation panel will decide whether the student has fulfilled the criteria of progress and is eligible for continuation on the Ph.D register.

Criteria used to determine whether a student can continue will include:

- Scientific excellence
- The contribution the research can make to the international medical and scientific community
- Whether sufficient progress has been achieved towards the stated aims
- The Scientific Training experience received.
- The opinion of the supervisor(s) as judged by their report.
- How the Future Plans will contribute to a successful Ph.D project.

The assessors should return copies of the continuation report to the student at the end of the continuation viva, outlining any corrections that are required.

The decision of the Ph.D Continuation Panel will be recorded on a School of Medicine Internal Continuation Request Form which should be returned to Ms. Dara O’Mahony (omahoned@tcd.ie) in the office of the Director of Postgraduate Teaching and Learning. The decision of the Ph.D Continuation Panel will be communicated to the student and supervisor by the Director of Postgraduate Teaching and Learning.

There are 5 categories

- Recommend continuation on the Ph.D register
- Recommend continuation on the Ph.D register after some minor changes have been made to the confirmation report
- Continuation on the Ph.D register not recommended at this time: a new report to be written & confirmation interview to be held again as soon as possible thereafter
- Recommend to change to the MSc register to submit a Master’s thesis
- Recommend not to continue as a postgraduate research student
Submission of Your Thesis
For PhD, MSc and MD Research Students

Requirements

Candidates and Supervisors note the mandatory requirements below. The Dean of Graduate Studies may approve other formats on individual basis.

- **Language:** The dissertation should be written in English or Irish. The Supervisor may consult with the Director of Postgraduate Teaching and Learning for use of another language. A case on (a) sound academic reasons and (b) candidate’s language fluency, will be made to the Director who will submit to the Dean of Graduate Studies. The Dean may refer to the Graduate Studies Committee.

- **Published Work:** A thesis submitted for a higher degree may be based on, or include, writings published by the candidate, if the studies were carried out during the period on the higher degree register. Such writings must be fully integrated into the thesis. Advice and consent should be sought from the Director of Postgraduate Teaching and Learning were this to be considered. The publications must be original.

- **Length:** A thesis must be written concisely. Normally a Ph.D. thesis should not exceed 100,000 words and an M.D. or M.Sc. (by research) thesis, 60,000 words (both exclusive of footnotes and bibliography). Permission from the Dean must be obtained if a thesis is to exceed these limits.

- **E theses:** At the point of submission you declare that your thesis will be available electronically.

  “I agree to deposit this thesis in the University’s open access institutional repository or allow the Library to do so on my behalf, subject to Irish Copyright Legislation and Trinity College Library conditions of use and acknowledgement.”

- **Access to theses:** An electronic copy is deposited in the University’s open access institutional repository. Open access electronic theses are freely available over the Web for users to read, copy, download, and distribute. A thesis so approved may be made available by the Library under terms and conditions relating to appropriate use subject to Irish Copyright Legislation and Trinity College Library conditions of use and acknowledgement either through the University’s institutional repository or by way of the printed copy.

- **Withheld access (a “stay”):** Withheld access will be implemented, as applicable, according to the terms in Calendar Part III. Should an author wish to withhold permission for the use of her/his work, a written application must be made to the Dean of Graduate Studies at the time of submission of the thesis for examination. Such applications must have the written support of the graduate student’s Supervisor or Director of Teaching and Learning (Postgraduate), must state the reasons for the request for a stay on access and must provide a contact address. The maximum length of a stay is five years. During this period of withheld permission, the thesis may be consulted, lent or copied only by written permission of the author who is under an obligation to reply to all enquiries within a reasonable time.

Students are advised to take Endnote (or equivalent) training:

- [www.tcd.ie/library/support/endnote/](http://www.tcd.ie/library/support/endnote/)

IT services run a workshop on Word for Planning Thesis Production:

- [www.tcd.ie/itservices/training/schedule.php](http://www.tcd.ie/itservices/training/schedule.php)

Notes:

[1] [www.tcd.ie/calendar/general-information](http://www.tcd.ie/calendar/general-information); [2] If the hyperlinks don’t work directly for you, try copy/pasting them into your web browser.
INITIAL SUBMISSION

The University does not allow unofficial submissions to take place. All submissions of theses to internal and external examiners are formal and must be done through the Graduate Studies Office.

A month before the reasonable submission point of a thesis the intention to submit form should be submitted to both the Director of Postgraduate Teaching and Learning and also to ethesis@tcd.ie. By emailing ethesis@tcd.ie this will trigger the process whereby Academic Registry will instruct the student about the procedure for electronic submission.

The thesis should have a:

- font size not less than 10 point
- the line-spacing should be at one and a half or double spaced
- the gutter margin must be no less than 35 mm and others no less than 20mm.

The thesis will not be formally accepted if the candidate is not currently registered and/or if there are any outstanding fees.

The submitted thesis is then sent to and examined by the internal and external examiners.

THE EXAMINERS AND CHAIR OF THE VIVA

The internal examiner is a point of contact for the external examiner to do with all issues of the viva voce examination and has an overall responsibility for organizing it.

The Irish Universities Quality Board recommendations, it is best practice to have a neutral third-party chair in all viva voce examinations.

THE VIVA VOCE AND OUTCOMES

The format and conduct of the viva voce examination is a School matter.

The viva oral exam of indeterminate length. The viva oral exam will normally be preceded by a presentation (approximately 30 minutes).

The viva normally happens within 3 months of submission. A viva is not ordinarily required for a research MSc.

In the case of a Ph.D. thesis the examiners may propose (in summary) that

- (i) degree be awarded as it stands
- (ii) minor corrections, for which two months are allowed from the time of notification
- (iii) major revision and subsequent re-examination, for which six months are normally allowed from the time of notification
- (iv) a lower degree be awarded, if necessary following minor corrections to the thesis or
- (v) the thesis be failed.
Submission of your Thesis

24 Submission of your Thesis

Submission of final thesis, as per outcomes above, will be:

(i) the candidate makes the corrections, then approved by the internal examiner.

(ii) a thesis may only be referred for major revision once and this option will not be available to examiners on re-submission.

Upon approval, the candidate is then permitted to submit the final thesis.

When you have received confirmation from the Dean of Graduate Studies of your final result you will be requested to submit your final thesis. These are also submitted to the Academic Registry Service Desk and a “Final submission” form will be presented to you for signature – this form requests that you confirm that what you are submitting is the final copy of the thesis.

Appeals against the decision of the examiners will be made to Dean. Appeals against the Dean’s decision will be made to the Academic Appeals Committee for Graduate Students that will refer its recommendation to the University Council.

If the appeal is upheld by the Appeals Committee, its recommendations will be implemented. If the Appeals Committee cannot arrive at a decision, or where the student is dissatisfied, he/she may seek redress from the Visitor.

Notes: [1] The two Visitors, are the Chancellor of the University and the Judicial Visitor.
The thesis should be a work of scholarship. The standard form of a thesis is well-recognised and follows the form of a paper in a scientific journal.

The thesis comprises the following sections: Introduction, Methods, Results, Discussion, Conclusions and References. Acknowledgements and courtesies should not be overlooked.

**Front Page & Title**
- The title must be written in full on the title page of each volume. The degree, the year approved (not the year submitted), and the candidate name, in that order, should be lettered in gold, in 24 pt or larger type, down the spine. The title must also appear in gold on the front cover of the thesis.

**Declaration, online access and the General Data Protection Regulation**
- The thesis must contain immediately after the title page the following declaration signed by the author:

  I declare that this thesis has not been submitted as an exercise for a degree at this or any other university and it is entirely my own work.

  I agree to deposit this thesis in the University’s open access institutional repository or allow the Library to do so on my behalf, subject to Irish Copyright Legislation and Trinity College Library conditions of use and acknowledgement.

  I consent / do not consent to the examiner retaining a copy of the thesis beyond the examining period, should they so wish (EU GDPR May 2018).

  For a thesis which the work has been carried out jointly; the declaration must have a statement that it includes the unpublished and/or published work of others, duly acknowledged in the text wherever included.

  Open access electronic theses are freely available over the Web for users to read, copy, download, and distribute subject to Irish Copyright Legislation and Trinity College Library conditions of use and acknowledgement.

  Withheld access will be implemented, as applicable, according to the terms in Calendar Part III section 1.38.14.

  A digital repository is an online, searchable, web-accessible database containing works of research deposited by scholars, the purpose of which is both increased access to scholarship and long-term preservation.

**Declaration and Statement of Plagiarism**
- The candidate must make a signed declaration that the work is his/her own, and if a team was involved must identify very clearly his/her own particular contribution. The declaration must also contain the statements that full and informed consent was obtained from human subjects, and that any animal experiments were carried out under correct permits and under humane conditions.

  The attention of both candidates and heads of department is drawn to the fact that the work presented for a degree must be in greater part the original work of the candidate. Where the work of others forms any part of the thesis it must be fully and explicitly acknowledged, whether published or not.

**Acknowledgements**
- This should officially declare members who have helped with generating data. This should officially declare all members who have helped with generating data, no matter their contribution. This may include laboratory or hospital staff and research participants, if applicable. If research funds have been provided the donors should be thanked.

**Table of Contents**
- The table of contents should include chapter headings and details of sections within chapters, with page numbers.

**List of Figures and Tables**
- This should include details of all tables & figures with page numbers.
List of Abbreviations
- This can be in a 2-column format. This section tends not to be more than 2 pages.

Abstract/ Summary
- The reader will probably read this section first, and it should be clear and focussed. It should not be more than one page long and should be divided into paragraphs comprising short statements of the problems, the method and the results.

Lay Abstract
- An abstract that is readily comprehensible to the general public

Aims and Hypothesis of the Project
- These could be in bullet point. Your hypothesis or hypotheses could be stated at this stage.

Value of Research
- Discuss the value of your Research. This should be accessible to both scientists and to the general public.

Outputs
- List of outputs to date, e.g. scientific abstracts, papers published, etc

The Introduction
- This should enlighten an expert who may not be completely within your research area. Furthermore, you should give sufficient background to make your research comprehensible. It is important to cite the relevant literature.
- This normally sets out the problem and its background, or the original area of scientific investigation it is intended to pursue. Thus, a critical and historical review of relevant literature is required, and an explanation of why the problem stated is a problem. It could be that a new technique has allowed a reappraisal of existing evidence, or allowed new insights into physiological or disease processes.
- Perhaps the candidate has observed an association between the data, or has reasoned that such an association might exist. He/she might have had a problem suggested by a colleague or be taking part in an ongoing research programme in a laboratory or university department. Whatever it is, the problem must be stated and put into context. The introduction finishes with an indication of the way in which the investigation is to be conducted, and the questions which will be asked, i.e. aims and objectives.

Methods
- Commonly used methods can be described briefly, or the protocol could be cited. Techniques you developed (or modified/adapted) should be explained in detail.
- This section should be factual and precise. The methods and subjects used should be outlined. This section is made of suitable subsections. If animals are involved, then species, sex, age, weight, diet, housing conditions, handling are noted with mean ranges and standard deviations if relevant. Operative procedures are detailed with anaesthetics, recovery conditions, mortality, growth, etc. Drugs/treatments should have dosages, dilutions, pH diluents, route, frequency, etc.
- Measurements of specific variables are described, and if chemical or physical methods are employed, enough detail is given to allow repetition by another worker. Criteria for inclusion in one or other groups, matching of pairs, random selection, allowance for circadian variation are important.
- Behavioural criteria must be clearly defined. Diagnoses must be based on specified criteria – it is not enough to say that “so many cases of such a disease were treated”.
- Experimental protocols must be shown and if animals are used then accepted standards of Helsinki agreement must have been employed. The appropriate licences and certificates of the Ministry or Department of Health under the Cruelty to Animals Acts must have been satisfied.
- Where human subjects are involved, permission of an appropriate ethical committee must have been obtained and also full and informed consent of subjects. Particular care attaches to children, and to those of infirm mind. A declaration in respect of these points must be included in the thesis.
- Details of automated analytical procedures should be specified. An image or graphic may be of assistance in clarifying methods.

Statistical Methods
- Describe clearly statistical methods used, why these were selected over others.
- Correctly indicate all statistics performed.
- Statistical procedures must be defined and although it is acceptable to say, for example, “standard methods of linear regression analysis (see Section 19.)”, or that “P values were obtained from standard tables (see Geigy Scientific Tables)”, the procedures must be justified.
- Improper use of statistics, imprecise information, means, standard deviations can ruin a study. Care should be taken in choosing parametric and non-parametric approaches,
assumptions not be made that all biological phenomena follow a normal distribution. Statistical packages used for data analysis should be specified.

Results
- This is the part of the thesis where the answers are set out, and the statistical analysis is described.
- Describe the data obtained. Your data could be illustrated with high quality graphics, tables and figures. Clearly label and accurately number graphics, tables and figures. Figure legends will also be required where appropriate.
- Figures and tables should be self-explanatory, with clear headings and axis labels. Footnotes can supply explanations of abbreviations, or reference to another table or text section for detail.
- Statistics must be given in an acceptable form. A distinction should be drawn between standard deviation and error. Do not use “significant” in a mathematical sense unless a probability is reached.
- Use of diagrams, flow charts and photographs is advisable to help readers’ comprehension. A medical or biological illustrator will enhance presentations.
- Diagrams should be clear and uncluttered.
  - Do not clutter graphs. Intersecting lines bemuse the eye.
  - Use suitable and easily distinguished symbols. Open and closed circles and squares are clear. Usually, any more than 3-4 symbols are confusing.
  - Stick to same symbol for same phenomenon where possible.
  - Results may be presented in summary form in the interests of clarity and flow.
  - The detail must be available in case the examiners wishes review them and it can be placed in appendices.

Discussion
- Discuss your findings in the wider context of the field; how have these advanced our knowledge and what are their implications? Do not simply re-iterate the results in this section. The discussion section gives you a chance to let your ideas shine.
- The discussion is the part of the thesis where the candidate can display knowledge in a wider manner. In it he/she carries out a comparison with other work by placing his/her own data in the context of the published literature, and shows where it fits in or clashes with, extends or confirms existing concepts.
- The candidate is expected to examine critically the work of others in the light of his/her own findings, and to make constructive suggestions for further research. An examiner will look for positive evidence that the candidate has developed a critical sense both of his/her own work and that of others.
- A thread of argument should be found, along which the reader is led and successive points debated. The reader should feel a sense of pursuit as the objective which has been stated in the Introduction is gradually approached.
- The final paragraphs should put the work into perspective, and finalise the argument data.
In general, the procedures and standards for MSc is comparable to Ph.D. and MD. MSc students should refer to much of the information in the sections above. Additional key information is provided below.

For full-time MSc students, the minimal time to remain on the register is 1 year and maximal time is 2 years.

For part-time MSc students, the minimal time to remain on the register is 2 years and the maximal time is 3 years.

Students are liable for yearly fees.

The procedure for submission of your thesis and the general structure of a thesis is outlined in the sections above.

Please see sections:
• 13: Submission of Your Thesis
• 14: General Structure of a Thesis.

The thesis will be read by two examiners, one internal and one external.

A viva is not compulsory for an M.Sc. However, the examiners may require a candidate to attend for a viva voce examination. If this is the case, the viva would normally happen within 3 months of submission.

Annual progress reports must be submitted as per the information provided above.

Please see section
• 11: Submission of Annual Reports

Full Time Students not submitting their thesis by year 1, should instead submit a short annual report in year 1 so that they may be registered for year 2.

Part Time Students should submit a short annual report in year 1. Part Time students not submitting their thesis by year 2, should instead submit a short annual report in year 2 so that they may be registered for year 3.

If you are considering to transfer from an MSc by Research to a Ph.D, then you must be confirmed onto the Ph.D register.

Please see section:
• 17: Transferring to Ph.D register

If you require further information regarding transfer, please contact Ms. Dara O’Mahony, omahoned@tcd.ie
In general, the procedures and standards for M.D is comparable to Ph.D. M.D. students should refer to much of the information in the sections above. Additional and key information is provided below.

The degree is completed within a period of three years. Students are liable for yearly fees.

The Doctor in Medicine degree (M.D./M.Ch/M.A.O.) is a postgraduate research degree with the core component of advancement of knowledge through original research.

The MD is, in accordance with national and international norms, provided to encourage the development of advanced research skills in medical graduates and the medical profession, and is adapted to the particular circumstances of advanced professional training in that profession.

The primary purpose of the MD level research is to develop in the student the skills and competencies required to conduct effective research and to make a significant contribution to new knowledge and understanding in the theory and/or practice of any area of medicine or medical science.

To register for the M.D., a candidate must have the degree of M.B. (Bachelor in Medicine), B.Ch. (Bachelor in Surgery) and B.A.O. (Bachelor in Obstetrics) conferred upon them at least three years previously.

A candidate must either be:
- a graduate of the University of Dublin
- or have been normally, for at least one year prior to submission a full- time or part-time member of staff of the College
- or a formally appointed researcher of the College
- or have been engaged in clinical practice/training in one of the teaching hospitals with which the College has a formal association.

Annual progress reports must be submitted as per the information provided above.

Please see section
- 11: Submission of Annual Reports

Annual reports on progress relating to project milestones, unless it is the year in which you intend on submitting your thesis.

All students registered for an M.D. degree will be required to complete a minimum of 5 ECTS.

Please see section
- 07: Gaining Your Required ECTS Credits

In the case of an M.D. you will be required to complete the mandatory online module “Research Integrity and Impact in an Open Scholarship Era” (CA 7000) should be completed within the first 6 months of your M.D.
The procedure for submission of your thesis and the general structure of a thesis is outlined in the sections above.

Please see sections:
• 13: Submission of Your Thesis
• 14: General Structure of a Thesis.

The thesis will be read by two examiners, one internal and one external.

A viva is not compulsory for an M.D. However, the examiners may require a candidate to attend for a viva voce examination. If this is the case, the viva would normally happen within 3 months of submission.

If you are considering to transfer from an MD by Research to a Ph.D, then you must be confirmed onto the Ph.D register.

As the MD is a part time programme it would only be possible to transfer to the part time PhD register.

Please see section:
• 17: Transferring to Ph.D register
If you require further information regarding transfer, please contact Ms. Dara O’Mahony, omahoned@tcd.ie
Transferring to Ph.D Register

The option to transfer will normally only be available to candidates who are carrying out their research fulltime at Trinity College or one of the teaching hospitals with which the College has a formal association.

The normal regulations pertaining to Ph.D candidates would apply.

The procedure for transferring to Ph.D is as follows:

1. The student will submit a Ph.D Transfer Report. Please see section 12. Submission of Continuation & Report Transfer to Ph.D Register

2. The student’s supervisor is required to submit a letter of recommendation outlining the reasons they consider the student suitable for transfer to the Ph.D register.

The Transfer Report and Supervisor Letter of Support should be submitted to Ms. Dara O’Mahony, omahoned@tcd.ie

Evaluation of the Ph.D Transfer request will be made by the Postgraduate Teaching & Learning Committee in the first instance.

Based on the quality of the Transfer Report and the ability of the student to present and discuss their results, the Committee will decide whether the student has fulfilled the criteria and is eligible for transfer to the Ph.D register.

Criteria used to determine whether a student can transfer will be:

- Scientific excellence
- The contribution the research can make to the international medical and scientific community
- Whether sufficient progress achieved towards the stated aims
- The Scientific Training experience
- How the Future plans will contribute to a successful Ph.D project.
DECISION

The decision of the Committee will be recorded on a School of Medicine Internal Transfer Request Form, which should be returned to Ms. Dara O’Mahony in the office of the Director of Postgraduate Teaching and Learning.

The decision of the Ph.D transfer panel will be communicated to the student and supervisor by the Director of Postgraduate Teaching and Learning.

There will be 3 categories
- Recommend immediate transfer
- Recommend transfer/confirmation subject to additional experimental work
- Do not recommend transfer (remain on the MD register)

Where additional experimental work is required, an amended transfer report should be submitted to the Committee within two weeks and it will be at the discretion of the Panel as to whether an additional interview with the candidate is required.

TAKING ECTS CREDITS

For students who foresee that they will elect to transfer to a Ph.D, they should also take ECTS credits.

Please see section on Gaining Your Required ECTS Credits and ECTS Modules available from MSc Taught Courses.
DISCLAIMER:

*This course handbook is a working document and reasonable care has been exercised in its preparation. Please note that changes may also apply when the College Calendar is finalised by the University, or as determined by the Dean of Graduate Studies and Director of Postgraduate Teaching & Learning. No liability is accepted for any financial or other loss or inconvenience incurred due to errors or omissions in the information contained herein, or due to any changes that may apply to the course or document.
The major source of funding for postgraduates is research grants obtained by the supervisor. Student stipends can vary greatly between individual positions.

A number of additional funding sources are provided below.

**PH.D FELLOWSHIPS AND AWARDS**

<table>
<thead>
<tr>
<th>Funding Source</th>
<th>Description</th>
<th>Website</th>
</tr>
</thead>
<tbody>
<tr>
<td>Trinity College Ph.D Awards</td>
<td>From 2018 there will be one Trinity Postgraduate Research Studentship per school. In addition, the Faculty of Health Sciences will award one Ussher Fellowship.</td>
<td><a href="http://www.tcd.ie/Graduate_Studies/prospectivestudents/awards/index.php">www.tcd.ie/Graduate_Studies/prospectivestudents/awards/index.php</a></td>
</tr>
<tr>
<td>Provost's Postgraduate Awards</td>
<td>The Provost's Postgraduate Awards are awarded directly to Principal Investigators.</td>
<td><a href="http://www.tcd.ie/Graduate_Studies/phdadwards">www.tcd.ie/Graduate_Studies/phdadwards</a></td>
</tr>
<tr>
<td>The Irish Research Council</td>
<td>The Government of Ireland funds new entrant Masters or Doctorate level researchers in the sciences, engineering and technology annually.</td>
<td><a href="http://www.research.ie">www.research.ie</a></td>
</tr>
<tr>
<td>Ph.D Scholars programmes</td>
<td>Students that are accepted onto Ph.D Scholars programmes (e.g. Health Services Research) are funded on these programmes for a period of four-years.</td>
<td>Refer to TCD websites &amp; your potential supervisor</td>
</tr>
</tbody>
</table>

**RESEARCH SUPPORTS**

<table>
<thead>
<tr>
<th>Activity</th>
<th>Description</th>
<th>Website</th>
</tr>
</thead>
<tbody>
<tr>
<td>Teaching, Demonstration and Invigilating</td>
<td>Graduate students may help within their department by teaching, demonstrating and invigilating. Such work will be paid at college rates and not exceed six hours per week on average. Students who are in receipt of college awards may not earn for such activity in excess of the current income level of €18,000 (after payment of fees).</td>
<td>Refer to your supervisor &amp; department</td>
</tr>
<tr>
<td>Travel Grants</td>
<td>Research students are encouraged to attend conferences to present their findings. Supervisors may have funding to cover the associated expenses. Trinity Trust makes funds available to the Graduate Studies Committee for allocation to graduate research students for attendance at conferences or for research abroad.</td>
<td><a href="http://www.tcd.ie/Graduate_Studies/students/funding/travel-grants">www.tcd.ie/Graduate_Studies/students/funding/travel-grants</a> <a href="http://www.tcd.ie/graduatestudies/students/research">www.tcd.ie/graduatestudies/students/research</a></td>
</tr>
</tbody>
</table>

**TRINITY COLLEGE FELLOWSHIPS, SCHOLARSHIPS & AWARDS**

A number of Trinity College Fellowships, Scholarships & Awards exist in Trinity, some of these are listed below for example purposes. You should refer to the College Calendar for the full list.

<table>
<thead>
<tr>
<th>Fellowship</th>
<th>Value</th>
<th>Website</th>
</tr>
</thead>
<tbody>
<tr>
<td>Sarah Purser Medical Research Fund</td>
<td>The value of this award is €6,348 to cover stipends of investigators.</td>
<td>See College Calendar</td>
</tr>
<tr>
<td>Adrian Stokes Memorial Fellowship</td>
<td>The value of this fellowship is €1,269 to conduct study of pathology or microbiology outside Trinity.</td>
<td>See College Calendar</td>
</tr>
<tr>
<td>Travelling Scholarship in Medicine &amp; Surgery</td>
<td>The value of this scholarship is €22,220 provided as a research travel award in medicine and surgery in alternate years.</td>
<td>See College Calendar</td>
</tr>
</tbody>
</table>

The Trinity College Fellowships, Scholarships & Awards listed in this part of the table can be found in the College Calendar and are subject to specific eligibility criteria. Further details can be found in the College Calendar. Values listed are approximates. Please email us OMAHONED@tcd.ie for further details and application forms.
The following section is from the College calendar and describes the college policy on Plagiarism. It is reproduced here for your convenience and attention. You are also directed to the library website for further information.

General

It is clearly understood that all members of the academic community use and build on the work and ideas of others. It is commonly accepted also, however, that we build on the work and ideas of others in an open and explicit manner, and with due acknowledgement. Plagiarism is the act of presenting the work or ideas of others as one’s own, without due acknowledgement. Plagiarism can arise from deliberate actions and also through careless thinking and/or methodology. The offence lies not in the attitude or intention of the perpetrator, but in the action and in its consequences.

It is the responsibility of the author of any work to ensure that he/she does not commit plagiarism. Plagiarism is considered to be academically fraudulent, and an offence against academic integrity that is subject to the disciplinary procedures of the University.

Examples of Plagiarism

Plagiarism can arise from actions such as:

(a) copying another student’s work;
(b) enlisting another person or persons to complete an assignment on the student’s behalf;
(c) procuring, whether with payment or otherwise, the work or ideas of another;
(d) quoting directly, without acknowledgement, from books, articles or other sources, either in printed, recorded or electronic format, including websites and social media;
(e) paraphrasing, without acknowledgement, the writings of other authors.

Examples (d) and (e) in particular can arise through careless thinking and/or methodology where students:

(i) fail to distinguish between their own ideas and those of others;
(ii) fail to take proper notes during preliminary research and therefore lose track of the sources from which the notes were drawn;
(iii) fail to distinguish between information which needs no acknowledgement because it is firmly in the public domain, and information which might be widely known, but which nevertheless requires some sort of acknowledgement;
(iv) come across a distinctive methodology or idea and fail to record its source.

All the above serve only as examples and are not exhaustive.

Plagiarism in the context of group work

Students should normally submit work done in co-operation with other students only when it is done with the full knowledge and permission of the lecturer concerned. Without this, submitting work which is the product of collusion with other students may be considered to be plagiarism.

When work is submitted as the result of a Group Project, it is the responsibility of all students in the Group to ensure, so far as is possible, that no work submitted by the group is plagiarised.

Self-Plagiarism

No work can normally be submitted for more than one assessment for credit. Resubmitting the same work for more than one assessment for credit is normally considered self-plagiarism.

Avoiding Plagiarism

Students should ensure the integrity of their work by seeking advice from their lecturers, tutor or supervisor on avoiding
plagiarism. All schools and departments must include, in their handbooks or other literature given to students, guidelines on the appropriate methodology for the kind of work that students will be expected to undertake. In addition, a general set of guidelines for students on avoiding plagiarism is available at http://tcd-ie.libguides.com/plagiarism

If plagiarism as referred to in paragraph (1) above is suspected, the Director of Teaching and Learning (Postgraduate) or his/her designate will arrange an informal meeting with the student, the student’s Supervisor and/or the academic staff member concerned, to put their suspicions to the student and give the student the opportunity to respond. Students may nominate a Graduate Students’ Union representative or PG advisor to accompany them to the meeting. The student will be requested to respond in writing stating his/her agreement to attend such a meeting and confirming on which of the suggested dates and times it will be possible for them to attend. If the student does not in this manner agree to attend such a meeting, the Director of Teaching and Learning (Postgraduate), or designate, may refer the case directly to the Junior Dean, who will interview the student and may implement the procedures as referred to in Section 5 (Other General Regulations).

If the Director of Teaching and Learning (Postgraduate) forms the view that plagiarism has taken place, he/she must decide if the offence can be dealt with under the summary procedure set out below. In order for this summary procedure to be followed, all parties noted above must be in agreement and must state their agreement in writing to the Director of Teaching and Learning (Postgraduate) or designate. If one of the parties to the informal meeting withholds his/her written agreement to the application of the summary procedure, or if the facts of the case are in dispute, or if the Director of Teaching and Learning (Postgraduate) feels that the penalties provided for under the summary procedure below are inappropriate given the circumstances of the case, he/she will refer the case directly to the Junior Dean.

If the offence can be dealt with under the summary procedure, the Director of Teaching and Learning (Postgraduate) will recommend one of the following penalties:

(a) Level 1: Student receives an informal verbal warning. The piece of work in question is inadmissible. The student is required to rephrase and correctly reference all plagiarised elements. Other content should not be altered. The resubmitted work will be assessed and marked without penalty;

(b) Level 2: Student receives a formal written warning. The piece of work in question is inadmissible. The student is required to rephrase and correctly reference all plagiarised elements. Other content should not be altered. The resubmitted work will receive a reduced or capped mark depending on the seriousness/extent of plagiarism;

(c) Level 3: Student receives a formal written warning. The piece of work in question is inadmissible. There is no opportunity for resubmission.

Provided that the appropriate procedure has been followed and all parties in (6) above are in agreement with the proposed penalty, the Director of Teaching and Learning (Postgraduate) should in the case of a Level 1 offence, inform the Course Director and, where appropriate, the Course Office. In the case of a Level 2 or Level 3 offence, the Dean of Graduate Studies must be notified and requested to approve the recommended penalty. The Dean of Graduate Studies may approve or reject the recommended penalty, or seek further information before making a decision. If he/she considers that the penalties provided for under the summary procedure are inappropriate given the circumstances of the case, he/she may also refer the matter directly to the Junior Dean who will interview the student and may implement the procedures as referred to under conduct and college. Notwithstanding his/her decision, the Dean of Graduate Studies will inform the Junior Dean of all notified cases of Level 2 and Level 3 offences accordingly. The Junior Dean may nevertheless implement the procedures as set out in Section 5 (Other General Regulations).

If the case cannot normally be dealt with under summary procedures, it is deemed to be a Level 4 offence and will be referred directly to the Junior Dean. Nothing provided for under the summary procedure diminishes or prejudices the disciplinary powers of the Junior Dean. Nothing provided for under the summary procedure diminishes or prejudices the disciplinary powers of the Junior Dean under the 2010 Consolidated Statutes."
## Ethics and Research Integrity

Your research should be conducted in an ethical manner and the highest levels of integrity should be constantly maintained. It is a condition of your admission that you should familiarise yourself with the College’s Policy on Good Research Practice.

Your research project may require ethical approval, at School level ethical approval may be obtained from School’s ethics committee. Research that is patient-centred may require approval from a hospital committee, for example the Joint Hospital Committee JREC.

## Health and Safety

It is important that your research should be conducted in a manner that is not injurious to your health or the health of others. You should familiarise yourself with local safety policies in your discipline or unit, indeed your local safety officer will likely arrange a safety induction for you as a priority. The School’s safety statement and policies may be found here and the College Lab Safety website can also be consulted.

You may be required to undertake specific safety training prior to the initiation of your research as recommended by your supervisor or safety officer. A full list of College training workshops is available on the Estates & Facilities website.

## Dignity and Respect Policy

It is your right to conduct your research in an environment that respects you as person and that you in turn show dignity to those around you.

The College strives to create an environment that is supportive and conducive to work and study. Details of the policy that encapsulates this ethos may be found here.

## Annual Leave

There is no prescribed duration for annual leave for most research students. This is usually determined by discussion with the supervisor. The research funder may also have policies or recommendations on leave.

For those students who are employed as research students, the contract of employment with the college should explain leave entitlements.

## General Data Protection Regulation

There are a number of General Data Protection Regulations that have recently come into effect. It is your responsibility to make yourself aware of GDPR policies which can be found on the College website.

Please consult the College website http://www.tcd.ie/info_compliance/data-protection/gdpr/
## College Services

<table>
<thead>
<tr>
<th>Service</th>
<th>Description</th>
<th>Website/Contact Info</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>Careers advisory service</strong></td>
<td>This service provides advice on securing employment or gaining further training.</td>
<td>mycareerconnect.tcd.ie/home.html</td>
</tr>
<tr>
<td><strong>Disability Service</strong></td>
<td>The Disability Service (DS) provide supports to Trinity’s disabled community (which comprises of students and staff, and indirectly, visitors) and recommends policy and procedural changes as required.</td>
<td>DS also ensure that Trinity is compliant with the Disability Act 2005 and other relevant legislation and codes of practice. <a href="http://www.tcd.ie/disability/">www.tcd.ie/disability/</a></td>
</tr>
<tr>
<td><strong>Graduate Student’s Union</strong></td>
<td>The Graduate Students’ Union (GSU) is the main representative body for postgraduate students in Trinity College</td>
<td>Dublin, The University of Dublin. <a href="http://www.tcdgsu.ie">www.tcdgsu.ie</a></td>
</tr>
<tr>
<td><strong>IT services</strong></td>
<td>Provides help and support to students, staff and researchers regarding everything IT, from a Windows desktop to high performance computing.</td>
<td>Students can avail of free WiFi on multiple devices. <a href="http://www.tcd.ie/itservices/getting-started/">www.tcd.ie/itservices/getting-started/</a></td>
</tr>
<tr>
<td><strong>Library</strong></td>
<td>Trinity’s library is the largest in Ireland and have a vast print and electronic repository. Medical librarians can be contacted at the John Stearne library.</td>
<td>The library also coordinates training in Endnote. <a href="http://www.tcd.ie/library/support/endnote/">www.tcd.ie/library/support/endnote/</a></td>
</tr>
<tr>
<td><strong>Postgraduate advisory service</strong></td>
<td>The Postgraduate Advisory Service is a unique and confidential service available to all registered postgraduate students at Trinity College. It offers a comprehensive range of academic, pastoral, and professional supports dedicated to enhancing your student experience. If you require specific advice, or would like to arrange a confidential meeting with the dedicated Student Support Officer, Mr Martin Mc Andrew, you can make an appointment by phoning 353 1 896 1417, or by e-mail at <a href="mailto:pgsupp@tcd.ie">pgsupp@tcd.ie</a>. Prof. John Gilmer (School of Pharmacy) <a href="mailto:gilmerjf@tcd.ie">gilmerjf@tcd.ie</a></td>
<td></td>
</tr>
<tr>
<td><strong>Postgraduate advisors in Health Science</strong></td>
<td>The Postgraduate advisors in Health Science are as follows, and may be contacted when required.</td>
<td>Prof. Orla Sheils (School of Medicine) <a href="mailto:osheils@tcd.ie">osheils@tcd.ie</a></td>
</tr>
<tr>
<td><strong>Student health services</strong></td>
<td>It aims to take a holistic approach to Student Health and in addition to providing on campus, primary health care for all full-time students it focuses on the psychological and occupational aspects of Student Health and Health Education.</td>
<td>Student consultations are free of charge with modest charges for additional services (see Fees). <a href="http://www.tcd.ie/collegehealth/service/overview.php">www.tcd.ie/collegehealth/service/overview.php</a></td>
</tr>
<tr>
<td><strong>Student Counselling</strong></td>
<td>Student counselling is located on Leinster St.</td>
<td><a href="http://www.tcd.ie/Student_Counselling/">www.tcd.ie/Student_Counselling/</a></td>
</tr>
<tr>
<td><strong>Sports centre</strong></td>
<td>Located on main campus, includes weights room, high performance gym, cycling studio, halls and studios, climbing wall, and swimming pool.</td>
<td>Outdoor facilities include playing fields and tennis courts <a href="http://www.tcd.ie/Sport/facilities/sports-centre/">www.tcd.ie/Sport/facilities/sports-centre/</a></td>
</tr>
</tbody>
</table>
The School of Medicine, Trinity College Dublin is in the process of applying for an Athena SWAN Bronze Departmental Award. The School of Medicine formed their Athena SWAN Self-Assessment Team in December 2019. This team is comprised of a range of staff from various roles within the School and also has student representation. The team is being led by co-chairs Professor Kumlesh Dev and Professor Lina Zgaga and is being managed by the Faculty Athena SWAN Officer, Louise Walsh. The team has begun data collection and staff consultation with a planned submission for November 2020.

The Charter is a recognition and award scheme for positive gender practice in Higher Education. Along with aiming to investigate and address barriers to career progression for female academic and research staff, the Charter also looks at staff in professional and support roles, supports for trans staff and students and looks at gender equality more broadly—including any areas of under-representation of men.
Think Trinity

World class education
Ireland’s top university

Research-centred at every level

Global citizenship

At the centre of things

Flexible career path

Supportive community

Trinity College Dublin
Coláiste na Tríonóide, Baile Átha Cliath
The University of Dublin

www.tcd.ie/medicine/