# HDR Induction Checklist
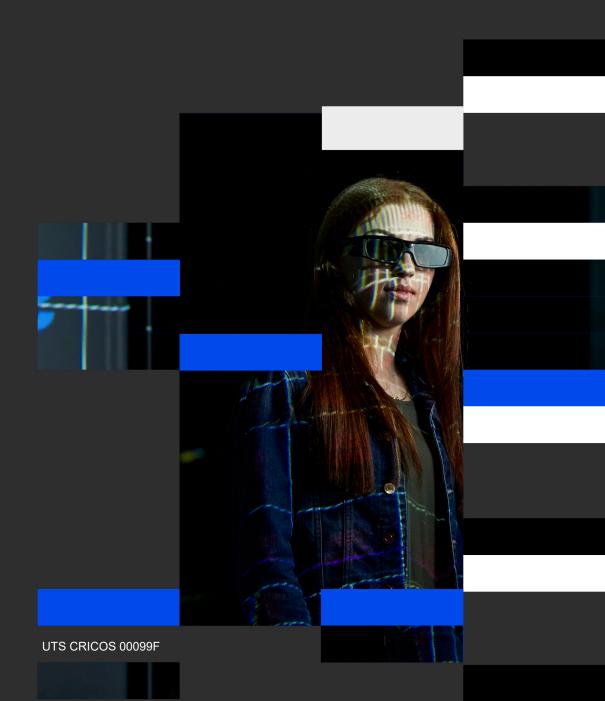## 2022

# Induction checklist for HDR students 2022

## Before you start:

- Accept your offer
- Activate your [email account](#)
- Agree on your start date with your supervisor
- Complete your enrolment on the agreed start date

## First month:

- Meet your supervisory panel
- Contact your faculty arrange access to study spaces, laboratories, etc
- Check out the resources and facilities available to you as a student
- Familiarise yourself with the policies, procedures, and frameworks that govern HDR study:
    - [Graduate Research Candidature Management, Thesis Preparation and Submission Procedures](#)
    - [UTS Student Rules](#), especially [Section 11 Graduate Research](#)
    - [Graduate Research and Supervision Policy](#)
    - [Student Rights and Responsibilities Policy](#)
    - [UTS's Research Policy](#)
    - [Australian Code for the Responsible Conduct of Research](#)
- Complete your Graduate Research Study Plan in consultation with your supervisor
- Familiarise yourself with ResearchMaster
- Set up your HDR student profile on Symplectic
- Visit the UTS Library website and the library itself if you are on campus
- Attend GRS's [HDR Induction](#) or watch the recording

## First session:

- Learn what regular scholarly activities your faculty, school, or discipline organises (ex. colloquia or lecture series)
- Meet members of your research centre (if you are part of one) and learn what the activities the centre is conducting
- Ensure you know who the HDR Student Representative is for your faculty
- Complete the online Research Integrity module
- Complete the online Consent Matters module
- Understand the requirements of a Research Data Management Plan and familiarise yourself with Stash
- Identify potential safety and ethical issues in your proposed research and understand what steps you must take to manage them
- In consultation with your supervisor, identify any approvals, licenses or permits you may need to carry out your research and learn how to obtain them

# Useful UTS HDR links:

A list of resources to support you in your HDR journey at UTS:

- **New research students: getting started**
  - https://www.uts.edu.au/research-and-teaching/graduate-research/new-research-students-getting-started/enrolment-information
- **Graduate Research School**
  - https://www.uts.edu.au/research-and-teaching/graduate-research
  - https://www.uts.edu.au/research-and-teaching/graduate-research/contact-us
- **Policies and procedures**
  - https://www.uts.edu.au/sites/default/files/2021-10/grs-graduate-research-candidature-management-thesis-preparation-and-submission-procedures-1.11.pdf
  - https://www.uts.edu.au/about/uts-governance/rules/uts-student-rules
  - https://www.gsu.uts.edu.au/policies/graduate-research-and-supervision.html
  - https://gsu.uts.edu.au/policies/student-rights-and-responsibilities-policy.html
  - https://gsu.uts.edu.au/policies/research-policy.html
  - https://www.nhmrc.gov.au/about-us/publications/australian-code-responsible-conduct-research-2018
- **Graduate Research Journey**
  - https://www.uts.edu.au/research-and-teaching/graduate-research/current-research-students/graduate-research-journey
- **HDR Capability Framework**
  - https://www.uts.edu.au/research-and-teaching/graduate-research/current-research-students/graduate-research-journey/uts-hdr-capability-framework
- **Researcher Development and Support**
  - https://www.uts.edu.au/research-and-teaching/graduate-research/current-research-students/research-education-and-development
- **Graduate research support**
  - https://www.uts.edu.au/research-and-teaching/graduate-research/current-research-students/graduate-research-support
- **Other academic and wellbeing support**
  - https://www.uts.edu.au/current-students/support
- **UTS Library**
  - https://www.lib.uts.edu.au/services/services-for-researchers
  - https://www.lib.uts.edu.au/get-help/contact-us
- **ResearchMaster support**
  - https://www.uts.edu.au/research-and-teaching/graduate-research/current-research-students/policies-guidelines-and-forms/hdr-online-forms