

# A Quick Guide to MyBU Graduate School PGR Community

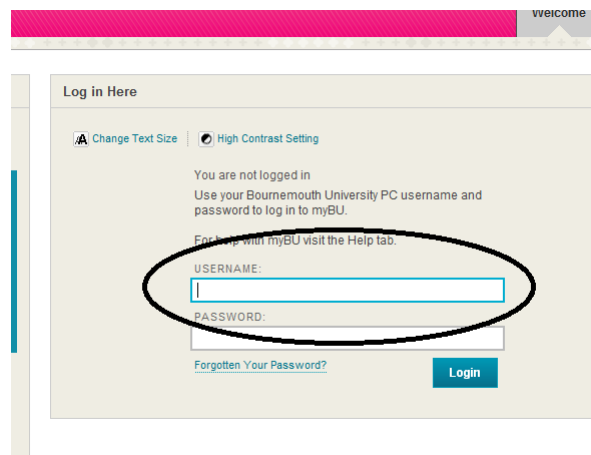


Within the *PGR Community* space you will find information on:

- PG Researcher Development Programme
- How to book a place on a workshop
- How to access the online Research Skills Programme (including Ethics)

## 1.1.1. Logging On to myBU

- **Step 1** - Log on to myBU (<https://mybu.bournemouth.ac.uk>) with your **BU student** username and password or click on the myBU icon from the Student Portal

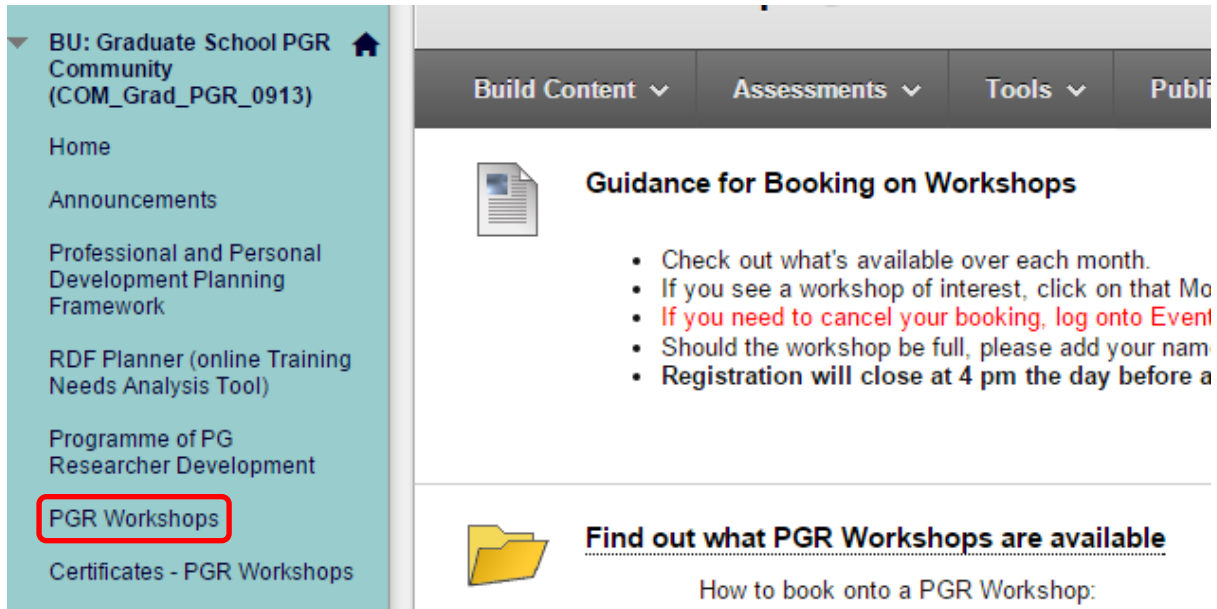


- **Step 2** - Find 'Graduate School PGR Community' and click into site



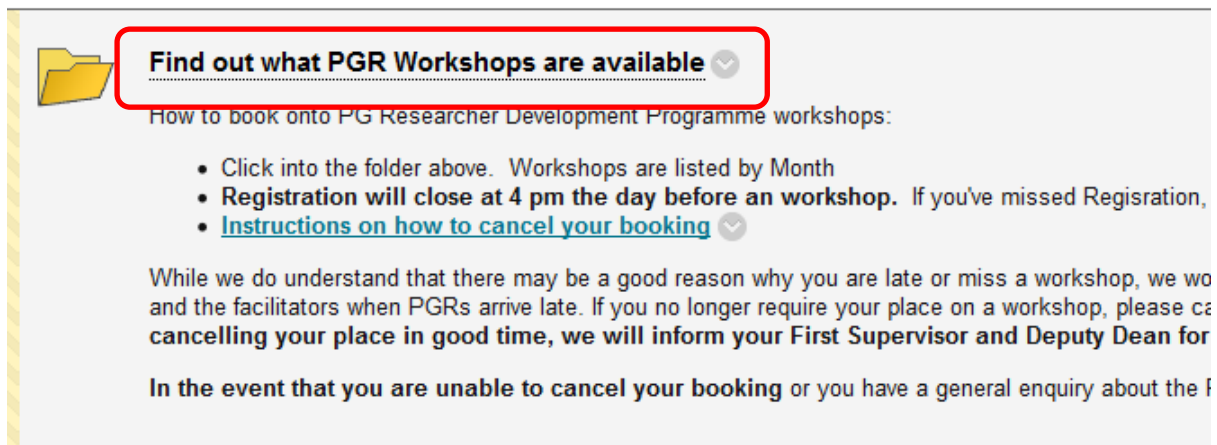
## 1.1.2. PG Researcher Development Programme – how to book on a workshop

Step 1 – Click on **PGR Workshops**:



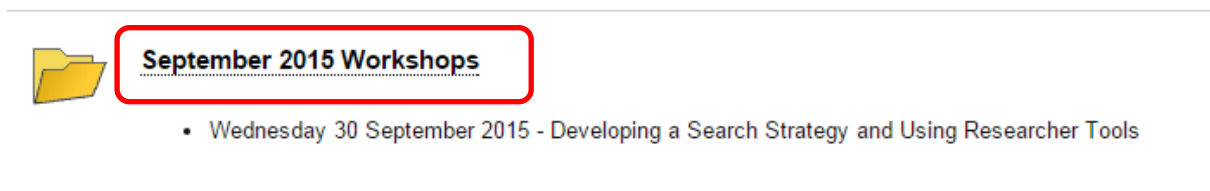
The screenshot shows the MyBU interface. On the left is a navigation menu with the following items: BU: Graduate School PGR Community (COM\_Grad\_PGR\_0913), Home, Announcements, Professional and Personal Development Planning Framework, RDF Planner (online Training Needs Analysis Tool), Programme of PG Researcher Development, **PGR Workshops** (highlighted with a red box), and Certificates - PGR Workshops. The main content area has a top navigation bar with 'Build Content', 'Assessments', 'Tools', and 'Public'. Below this is a document icon and the heading 'Guidance for Booking on Workshops'. A list of bullet points follows: 'Check out what's available over each month.', 'If you see a workshop of interest, click on that Mo', 'If you need to cancel your booking, log onto Event', 'Should the workshop be full, please add your nam', and 'Registration will close at 4 pm the day before a'. Below this is a folder icon and the heading 'Find out what PGR Workshops are available'. Underneath is the text 'How to book onto a PGR Workshop:'.

Step 2 – Click on **Find out what's available**:



The screenshot shows a folder icon and the heading 'Find out what PGR Workshops are available' (highlighted with a red box). Below the heading is the text 'How to book onto PG Researcher Development Programme workshops:'. A list of bullet points follows: 'Click into the folder above. Workshops are listed by Month', 'Registration will close at 4 pm the day before an workshop. If you've missed Registration,', and 'Instructions on how to cancel your booking' (with a dropdown arrow). Below the list is a paragraph: 'While we do understand that there may be a good reason why you are late or miss a workshop, we wo and the facilitators when PGRs arrive late. If you no longer require your place on a workshop, please ca cancelling your place in good time, we will inform your First Supervisor and Deputy Dean for'. At the bottom is the text 'In the event that you are unable to cancel your booking or you have a general enquiry about the f'.

Step 3 – Click on the **relevant folder** to sign up to your chosen workshop



The screenshot shows a folder icon and the heading 'September 2015 Workshops' (highlighted with a red box). Below the heading is a list of bullet points: 'Wednesday 30 September 2015 - Developing a Search Strategy and Using Researcher Tools'.

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## Step 4 – Find the **Workshop Title** and click **Book Now for 30 September 2015** to book a place



### Developing a Search Strategy & Using Researcher Tools

#### Aimed at:

Postgraduate research students who:

- Need to develop a systematic search strategy to underpin their literature review
- Are new to BU
- Need a refresher on the wealth of library resources available for researchers and in specific subject areas

#### Outcomes:

This workshop will help you to:

- Begin to develop a systematic search strategy
- Use and access library resources
  - Catalogue, eBooks, Databases, Theses
- Know about visiting other libraries
- Know how to make Inter Library Requests
- Be able to set up alerts
- Use citations smartly
- Use Analytical tools

**Time:** 10:00 - 12:00

**Venue:** S102, Studland House, Lansdowne Campus

**Facilitator:** Emma Crowley

**Book Now for 30 September 2015**

## Step 5 – A new window will open in **Eventbrite** – click **Register** to add your details and reserve a place

### PGR Workshop - Developing a Search Strategy and using Researcher Tools

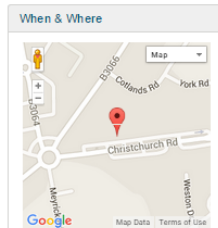
The Graduate School  
Tuesday, 9 September 29, 2015 at 10:00 AM (BST)  
Bournemouth, United Kingdom



Ticket Information				
TYPE	REMAINING	END	PRICE	QUANTITY
Postgraduate Researcher	25 Tickets	Sep 29, 2015	Free	0
BU Staff (undertaking a ptPHD)	25 Tickets	Sep 29, 2015	Free	0

[Register](#)

[Save This Event](#)



**Studland House**  
Bournemouth University  
12 Christchurch Road  
BH1 3NA Bournemouth  
United Kingdom

Tuesday, September 29, 2015 at 10:00 AM (BST)

[Add to my calendar](#)

**Add to my calendar**

#### Event Details

##### Developing a Search Strategy and Using Researcher Tools

- Date: Wednesday 30 September 2015
- Time: 10:00 hrs - 12:00 hrs
- Room: S102 Studland House
- Facilitator: Emma Crowley

While we do understand that there may be a good reason why you are late or miss a workshop, we would ask you to be considerate of other Postgraduate Researchers (PGRs) and the facilitators when PGRs arrive late. If you no longer require your place on a workshop, please cancel your booking at least 48 hours in advance of the workshop to enable another PGR to attend. Should you fail to attend several workshops without cancelling your place in good time, we will inform your First Supervisor and Deputy Dean for Research and we reserve the right to suspend your workshop bookings.

For a full list of access information for BU's buildings and facilities, please use the following link to [www.bournemouth.ac.uk/d/isa/ble/dp](http://www.bournemouth.ac.uk/d/isa/ble/dp)

For Campus Maps, please use the following link [www.bournemouth.ac.uk/kia/boustran/sport\\_and\\_maps/map/campus\\_maps.html](http://www.bournemouth.ac.uk/kia/boustran/sport_and_maps/map/campus_maps.html)

If you require more information about the accessibility of the rooms, please email [pgrskillsdevelopment@bournemouth.ac.uk](mailto:pgrskillsdevelopment@bournemouth.ac.uk)

Please note that before placing an order, you will be asked to agree to Bournemouth University's terms and conditions (see below). Please read these terms carefully and make sure you understand them before ordering any Products.

[Bournemouth University's Online Event Terms and Conditions](#)

Have questions about PGR Workshop - Developing a Search Strategy and using Researcher Tools? [Contact The Graduate School](#)

#### Organizer

**The Graduate School**  
Supporting a Vibrant Postgraduate Community

[Contact the Organizer](#)

[View organizer profile](#)

PGR Workshop - Developing a Search Strategy and using Researcher Tools  
Bournemouth, United Kingdom Events

**DON'T FORGET TO PRESS Add to my calendar to put the workshop in your outlook calendar.**