**Student-led**

**Residential GRADnet Conferences**

*Organise your own two-day*

*Physics Conference or Workshop*

GRADnet is offering PhD students the opportunity to organise and run a two-day residential workshop or mini-conference on a Physics topic of their choosing. Student organisers will be expected to encourage the active participation of their peers in giving talks and / or poster presentations. In addition organisers will be able to invite external speakers to attend should they wish.

This is the fourth year that this scheme has run. Last year, the two events held at the University of Southampton were amongst the most successful events organised by GRADnet and attracted over 50 delegates in total.

We anticipate that two workshops on different topics will be organised. We anticipate (but this is not a necessary requirement) that they will be on different topics in Physics taken from (i) astrophysics / astronomy; (ii) particle / nuclear physics; (iii) condensed matter / atomic physics; (iv) quantum technology; (vi) theoretical physics or (vii) any other area of physics with sufficient critical mass across the SEPnet partners to run a successful workshop. Moreover inter-disciplinary bids on themes merging any of the above physics areas are also welcome.

The two selected workshops will run in parallel in April 2019 sharing, for instance, catering and residential facilities. They will be held at a SEPnet institution.

A budget of up to £4500 will be available to each workshop that can be used to:

* Support the attendance (travel, accommodation and food) of SEPnet students
* Invite and support the participation of high profile presenters
* Cover any other reasonable expenses.

A budget of this size should enable a workshop with 15-30 attendees to be organised. Students organising a workshop will be required to establish an organising committee amongst themselves with clearly defined roles for the different members. Student organisers will receive the benefits of regular mentoring and support from appropriate and experienced academic staff and the logistical support of the GRADnet administration. In addition, a steering group to co-ordinate logistics between the two parallel workshops will be formed with one member from each organising committee and the GRADnet co-ordinator and administrator.

**Topic Selection and Organisational Processes**

**Introductory session**

There will be an introductory session targeted at those considering making a bid for a conference via video conference on **Tuesday, 15th May 2018 at 11-12.** The purpose of this session will be to:

* Explain details of the scheme in greater depth;
* Offer students the opportunity to ask questions;
* Offer students potentially interested in organising a workshop the opportunity to network and develop their workshop ideas.

**Workshop proposal**

Students wishing to organise a workshop will be asked to submit a formal proposal by **Friday 8th June 2018** to gradnetadmin@sepnet.ac.uk using the template provided.

**Selection process**

Proposals will be considered by the GRADnet administration and a group of SEPnet postgraduate directors. Proposals will be judged and the best accepted according to the criteria within the bid template. The outcome of this selection process will be announced at the end of June.

**Workshop planning**

Successful applicants will be asked to form an organising committee and to nominate their steering group representative by mid July 2018. Each committee will be assigned a mentor. Committees will be issued with a set of guidance notes.

Committees should meet typically (electronically if necessary) at least once per month with their mentors.

**Workshop events**

There is no pre-required format for the workshops save that they run from 09:00 on the first day to 16:00 on the second day and that they are held within budget.

PJ McDonald

19 March 2018

**Student-Led**

**Residential Physics GRADnet Workshops**

**Application template**

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| Proposed workshop title: |
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| --- | --- |
| Lead applicant: |  |
| University: |  |
| Year of PhD (1st, 2nd, 3rd etc): |  |
| Contact email: |  |

*(Duplicate the following rows as required. Applications from groups of students, especially those spanning multiple SEPnet partners will be viewed more favourably than those from individuals)*

|  |  |
| --- | --- |
| Co-applicant (s) |  |
| University: |  |
| Year of PhD (1st, 2nd, 3rd etc) |  |

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| Describe the primary aims and objectives of the proposed workshop. (200 words maximum)*(Applications that demonstrably serve to** *widen the Physics knowledge*
* *or advance the Physics research and*
* *broaden the experience*

*of those attending will be viewed positively.)* |
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| Describe the format of the proposed workshop. (200 words maximum)*(Applications that demonstrate evidence of a** *strong student participation in workshop delivery*
* *clear and appropriate structure*

*will be viewed positively.)* |
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| Describe the likely workshop participants and how you intend to attract them to the workshop. For instance, do you intend to invite external speakers; is the workshop aimed at one particular sub-group of SEPnet students; would you anticipate others wanting to attend this workshop and if so, how will you advertise it? (200 words maximum)*(Applications that demonstrate strong evidence of** *thought in who the audience is and*
* *why that audience will wish to participate*

*will be viewed positively.)* |
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| Describe collaborative aspects of the proposed workshop? (200 words maximum)*(SEPnet through GRADnet wishes to promote collaborations between partner institutes. Applications that demonstrate strong evidence of collaborative engagement will be viewed positively.)* |
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| How do you envisage using the proposed budget? (200 words maximum)*(Applications that demonstrate strong evidence of being affordable within the budget of £4,500 will be viewed positively.)* |
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