

AFRICA CENTER OF EXCELLENCE
CENTRE FOR PUBLIC HEALTH AND TOXICOLOGICAL RESEARCH
UNIVERSITY OF PORT HARCOURT



A collaboration of the University of Port Harcourt School
of Public Health, Departments of Experimental
Pharmacology, Nursing Sciences, Biochemistry, Centre



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Research Skills Audit

This skills audit sets out a range of skills, knowledge and behaviours that you may be expected to have, or to develop as a researcher. The survey is split into five domains which would take a maximum of 20 minutes to complete. The first part of this questionnaire are inquiries about yourself while the others reflect your core activities as a researcher.

You should complete the skills audit to assess your level of competency:

Level 1(L1) you have never done it or have just tried it;

Level 2(L2) you have tried it but do not feel confident;

Level 3(L3) you feel that you are good;

Level 4(L4) you are very capable and can work independently (provide evidence of previous research work undertaken).

SECTION A

1. Please tick your current programme from the list below:

- Environmental Health • Environmental Toxicology • Midwifery • Public Health Nutrition

2. Level of training Masters PhD

3. Have you published any article in a peer review journal? Yes No

4. Have you been part of any grant proposal writing? Yes No

SECTION B - Research Skills

It is important that you carry out excellent research and that you have the skills and abilities to achieve this.

(Please answer all questions in each section below, and select only one option for each statement)

S/N	Attribute	L1	L2	L3	L4
1	Understand the knowledge and advances within your research area and how this links to the broader research field	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
2	Collect, collate, critically analyse, synthesise, summarise, report and disseminate information. This includes searching literature techniques and writing effective literature reviews.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
3	Understand appropriate research methodologies for your research area.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
4	Use specialist software appropriate to the type of research you are conducting, undertaking training in relevant packages where needed	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
5	Understand the issues and policies relating to plagiarism, data fabrication, data falsification, copyright and the intellectual property in your research project, publications and final dissertation.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
6	Be aware of the appropriate data management processes. This includes mechanisms for storing research data, ensuring data security and confidentiality.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

S/N	Attribute	L1	L2	L3	L4
7	Training and certification in Good Clinical Practice e.g. organized by Astra Nova Training				

SECTION C - Personal Effectiveness

How you handle yourself and how you interact with others is key to achieving results during the research period. Please indicate your ability to:

Yourself

- | | | | | | |
|---|--|--------------------------|--------------------------|--------------------------|--------------------------|
| 1 | Manage yourself, your time, and your research programme effectively, managing priorities. | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |
| 2 | Be self-aware and recognise your own needs, values, goals, and what motivates you. Understand how to access the support mechanisms available within and outside the reach of your Supervisor and this institution. | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |
| 3 | Be creative, flexible, and innovative in approaching your research and tasks around your research and manage and adapt to changing circumstances around you | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |

With Others

- | | | | | | |
|---|---|--------------------------|--------------------------|--------------------------|--------------------------|
| 1 | Develop and maintain relationships and wider networks to exchange information, develop your skills as a researcher and build your reputation. | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |
| 2 | Actively listen when seeking feedback and give feedback to others sensitively and constructively. | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |

Career Management

- | | | | | | |
|---|--|--------------------------|--------------------------|--------------------------|--------------------------|
| 1 | Take responsibility for your research career planning and direction understand and capitalise on opportunities and identify and develop ways to improve employability. | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |
| 2 | Understand how to career options, plan, and present yourself effectively through CVs/resumes, applications and interviews. | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |
| 3 | Understand the nature of your own transferable skill set and how you can apply these in multiple career options. | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |

SECTION D – Research Management Skills

This skill domain covers managing the resources, processes and practices that enable you to plan and get your research project done on time. Please rate your ability to:

Manage Your Relationship with Others

- | | | | | | |
|---|--|--------------------------|--------------------------|--------------------------|--------------------------|
| 1 | Manage and develop the relationship with your research supervisor(s) and effectively co-operate with others to enhance collaboration. | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |
| 2 | Manage your supervision meetings by ensuring you have a clear purpose and agenda every time you meet and follow up the actions you agree | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |

Manage Resources You Need

- | | | | | | |
|---|---|--------------------------|--------------------------|--------------------------|--------------------------|
| 1 | Organise and manage the supplies, space, information, etc. that you need to do your research. | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |
| 2 | Identify and understand relevant health and safety issues and demonstrate responsible working practice. | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |

S/N	Attribute	L1	L2	L3	L4
<u>Apply and Manage Processes and Practices</u>					
1	Learn about, and use, relevant project management techniques. Apply effective project management techniques through the setting of research goals, intermediate milestones and prioritization of activities. To summarize, document, report, reflect on progress and develop alternative plans if needed.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
2	Understand and abide by standards of good research practice, including research governance frameworks. Demonstrate awareness of issues relating to the rights of other researchers, research subjects and others who may be affected by research. This may include undertaking training in good clinical practice.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
3	Understand and apply relevant research governance frameworks for undertaking ethical research	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
SECTION E - Engagement, Influence and Impact					
Effectiveness in communicating the results of your research including your ability to:					
1	Demonstrate effective verbal presentation skills by presenting your research confidently, appropriately and persuasively to different audiences.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
2	Identify and capitalise on the multiple options for publication. Ensuring that each publication is written appropriately.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
3	Prepare and write up a good quality, well-structured thesis and successfully discuss and defend your research findings verbally during your viva.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
4	Support and contribute to the wider public understanding of your research field through appropriate public engagement and work if possible.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
5	Use your research to influence and inform policy makers and policy decisions.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
6	Understand and identify aspects of your research that may have commercial potential and use the appropriate supports in this Centre and outside to protect and develop these aspects.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>