

Training Credits Claims in SSF

Please note that the following is intended only as a generic guide. There will be individual activities which do not conform clearly to any of these categories/standards. In these cases, contact the PGR Coordinator for SSF, Dr Simon Watts (simon.d.watts@uea.ac.uk) who will be happy to help.

External Training Events	
Full Day Event (4.5/8 Hours Length)	1.0
Half Day Event (Up to 4 Hours Length)	0.5
Conference Attendance	
Attendance/Networking	1.0
Attendance Plus Paper Delivery	1.5
Attendance Plus Organisational Role	2.0
Research Communication, Enterprise & Engagement	
Producing & Delivering a Talk for a Non-Academic Audience	0.5
Organising Participating in a Full Day Event (4.5/8 Hours Length)	1.0
Organising Participating in a Half Day Event (Up to 4 Hours Length)	0.5
Participation in UEA Showcase (1.0 for Attendance, 1.0 for Presentation)	2.0 Max*
Attending Internal Seminars (inc. MSc Modules)	
1 Hour Per Week, Per Semester	1.5
2 Hours Per Week, Per Semester	3.0
3 Hours Per Week, Per Semester	4.0
Attending Training in Other Faculties	
Full Day Event (4.5/8 Hours Length)	1.0
Half Day Event (Up to 4 Hours Length)	0.5
Teaching (To Cover One-Off or 1st Experience Teaching Only)	
Single Session/Lecture 2-3 Hours	0.5
Whole Module (1/2 Hours Per Week for 10/12 Weeks)	3.5
Internal/External Representation	
Chairing Graduate School Committee or Forum/Per Year	1.0
Membership of Graduate School Committee or Forum/Per Year	0.5
Preparing/Presenting a Paper at an Internal Event	
Seminar/Workshop	0.5
Annual Review Process	
Completing Review, Meeting Records, Progress Report/Per Year	1.0