D1.4 Research Management Training Materials and Videos

EXOHOST

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List of Abbreviations

IP	Intellectual Property
OEAW	Austrian Academy of Sciences
EU	European Union
UTARTU	University of Tartu
UCL	University College London
UU	Uppsala University

Executive Summary

Knowledge exchange and capacity building took place amongst research managers who are at various stages of their careers. In addition, three short and concise training videos were produced to give orientation in funding acquisition, project and IP management. Additionally, three testimonial videos offer practical, hands-on advice based on personal experience. These materials are sustainable and facilitate support and consultation services as well as project management activities.

1 Introduction

1.1 Task Description

OEAW recorded a series of introductory videos covering topics such as grant acquisition/funding landscape; project management and IP management. Additionally, three testimonial videos offer insights into personal experiences and share practical tips.

OEAW organised interactive workshops on EU project management. UTARTU researchers as well as project managers from UTARTU Tartu Observatory participated in these activities targeting at sharing good practice and mutual learning.

The videos and materials were designed based on the exchange of ideas and needs.

1.2 Measures fostering knowledge exchange and mutual learning

From the kick-off of the project knowledge exchange took place in various ways. OEAW provided advice and feedback to the Consortium Agreement and the Data Management Plan, and shared a template for financial monitoring, too.

A Research Management Workshop was held on 18-19 September 2023 in Vienna. Researchers and Research Managers from UTARTU Tartu Observatory had a chance to learn about pre- and post-award procedures & services and meet their counterparts at OEAW, UCL and UU. The workshop materials were collected and shared with participants. The discussions also led to a number of observations, take-home messages, and preliminary conclusions, which served as a basis for further collaboration and improvement of research support practices.

A follow-up online meeting was held in February 2024 to analyse a support and training matrix provided by OEAW to facilitate the identification of strategic funding priorities and concrete needs. The participants had an exchange on available services and workflows.

OEAW provided video recordings and training materials, which have been published on the EXOHOST website: https://exohost.ut.ee/research-management/. The videos address pre- and postdoctoral researchers; and support and complement pre- and post-award research management activities. The videos offer brief overviews, practical tips and guide the way to more detailed information materials.

Videos provided by OEAW:

- **EU Funding Landscape**: Dr. Bedanna Bapuly, Senior EU expert at the Austrian Academy of Sciences shows the way to funding opportunities the EU offers to boost academic careers.

- **Project Management**: Dr. Bedanna Bapuly, Senior EU expert at the Austrian Academy of Sciences talks about how to manage a research project successfully. She provides tips and shares good practice.

- **Intellectual Property**: Dr. Claudia Kitzmueller, Knowledge and Technology Transfer Officer at the Austrian Academy of Sciences introduces Intellectual Property and Patents.

Three inspiring testimonials have also contributed by sharing their personal stories and providing recommendations:

- Dr. Luca Fossati, deputy director and group Leader at the Space Research Institute of the Austrian Academy of Sciences, shares tips on how to acquire funding.

- Dr. Kristina Kislyakova, assistant professor and holder of an ERC Consolidator grant at the Department of Astrophysics of the University of Vienna, gives testimony of her funding experience.

- Dr. Anu Noorma, Director General of the Estonian Research Council, shares her own funding experience as applicant, reviewer and funder. She gives practical tips for planning your career.

1.3 Sustainable impact

The exchange of good practices was well received by all partners, who regarded the mutual learning as a valuable and ongoing process that should be continued.

The video recordings and training material are openly accessible on the EXOHOST Website https://exohost.ut.ee/research-management/. They provide concise overviews, practical tips and guidance. Designed for reusability, they facilitate orientation and can be applied across various contexts beyond the scope of the EXOHOST project. Moreover, they may serve as a foundation for expanding the series to include additional topics such as national and international funding schemes, grant writing strategies, effective project management, internal institutional policies, and other relevant areas. The accompanying slides and materials can be easily updated to ensure continued relevance.

The video recordings are openly accessible for sustainable use and will be promoted among stakeholders and relevant networks. They are also suitable for inclusion in a range of outreach activities. In particular, the short testimonial videos are especially well-suited for dissemination via social media channels.

2 Conclusions

Documentation from the Research Management meetings, along with the training materials, has been made available for future use. These resources support and complement ongoing efforts to expand the range of support services offered to researchers. A series of introductory videos is now available online and will be promoted in future activities. The recordings provide basic orientation and serve as inspiration to researchers, thereby offering sustainable support to research management activities in both the pre- and post-award phases, with impact extending beyond the lifetime of the EXOHOST project.