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TUM Graduate School  
Technische Universität München



September 26, 2023

## Transferable Skills Training Newsletter



Silhouette of a woman  
(Image: pexels.com)

Dear doctoral candidates,

As the academic and professional landscape evolves, we recognize the importance of equipping ourselves with skills that go beyond traditional research focused expertise. Thus, in this new academic year 2023-2024, we would like to draw your attention to our new Focus Topic: ***Future Skills - Key Competencies for a Transforming World.***

Future skills are becoming increasingly indispensable to the modern demands of the academic and professional world, and for those who possess them, it will be surely an extra help to navigate this changing panorama. Future skills can encompass a wide range of competencies, and there have been a lot of studies and whitepapers over the last few years trying to pinpoint the most important ones. What do they all have in common? For one, thinking about future skills means thinking about how we can adapt to a changing environment while staying critical and also keeping core values without calcifying our worldview. It means that we need to be able to make decisions without having all the data – indeed coming to terms with the fact that we

will *never* have enough data. The more complex our professional and academic world becomes, the more rapidly our technological tools change, the more we have to confront these ambiguities. As you may be thinking about what comes after your doctorate, we want to encourage you to enhance and rethink your skill set for your professional future. The good news is: You are already well set up for this future simply because pursuing a doctorate also means dealing with a lot of uncertainty. With this year's [Transferable Skills Training](#) courses we want to guide you along this way and help you discover and hone some key future skills.

If you would like to receive information about news or exciting events for doctoral candidates, have a look at our website and don't forget to subscribe to our TUM-GS Newsletter and find out more about our offer!

## “What's new?”

### [Transferable Skills Training: Watch our new video!](#)

Do you know all about our Transferable Skills Training?  
Do you know how to sign up for a course or do you know which areas of competence you can find in our offering?  
Don't miss our brand new video [TUM-GS #Explained](#) on YouTube and have a look at our course program for this Winter Semester 2023-24.



Transferable Skills Training Video  
(Image: TUM GS)

### [Special Kick-Off Seminar in January](#)

#### ***You just started your doctorate?***

As of September 27, 2023 at noon, you can register for seminars taking place in Raitenhaslach starting in April 2024.

#### ***You have been on the doctoral candidacy list for longer than one year?***

Please note our [Special Kick-Off Seminar](#) on January 16, 2024. This date is intended for doctoral candidates who have been on the doctoral candidacy list for longer than one year, in particular for those who urgently need to attend the Kick-Off Seminar in order to complete their doctorate.

Check out all dates and conditions on our [website!](#)



Kick-Off Seminar 2023  
(Image: TUM GS)

## “Inside the courses”

[Wissenschaftliches Arbeiten mit Plan - Feinschliff für Doktorand:innen](#) **Soon! Book your spot now!**

Doctorate, publications, presentations... the business of science is varied and demanding. Anyone who wants to complete a doctorate should have a firm grasp of scientific techniques and be prepared for the challenges of the research environment. In this course you will look at the essential requirements for a successful doctorate. You will explore the necessary requirements, including an in-depth understanding of dissertation forms and formal structure, with an emphasis on generally accepted scientific quality criteria. You will gain valuable insights into work planning and self-organisation and unravel the complex process of preparing a dissertation, giving you the guidance and tools you need to embark on this academic journey with confidence and clarity.



Picture of a person writing notes  
(Image: pexels.com)

October 06, 12 & 13, 2023

09:00 – 17:00 hours (First & second day) / 09:00 – 13:00 hours (Third day)

Hybrid (see DocGS for exact details) | German

Register

### Lesestrategien für Wissensarbeiter:innen *Soon! Book your spot now!*

Are you tired of spending hours and hours poring over textbooks and documents, only to remember a fraction of what you've read? Do you wish you could read faster, understand more and remember more of what you read? This course is designed to transform your reading skills! This course examines why linear reading is often considered ineffective and explores different techniques. The aim of Speedreading is to take in more information in less time; Smartreading is to process specialised texts effectively, understand the content, think critically and remember it; and Deepreading is for dense texts such as mathematical, legal or philosophical texts with high information density and low redundancy.



Picture of a person behind books  
(Image: pexels.com)

October 12 – 13 & November 10, 2023 (Follow Up)

09:00 – 17:00 hours (First & second day) / 09:00 – 13:00 hours (Follow Up)

Hybrid (see DocGS for exact details) | German

Register

### Managing Emotions – produktiver und stressfreier durch die Promotion

In this workshop, we will jointly address such and similar (negative) emotional states during doctoral studies and develop a more productive way of dealing with them. After all, our emotions are not unchangeable facts to be regretted. Rather, they are conscious states that can be actively managed. This, in turn, makes it possible to do a doctorate not only more productively, but also more stress-free and healthier. The participants are enabled to identify those emotions that have a problematic effect on their own work on their doctorate. The joint exchange of ideas, relevant theoretical input from research, and practical exercises will then enable a new way of dealing with selected (negative) feelings.



Picture of a woman in front of her laptop  
(Image: pexels.com)

October 20, 2023

09:00 – 17:00 hours

Online | German

Register

### **Orientierung finden, Prioritäten setzen! Anstöße für eine bewusste Lebens- und Karriereplanung**

Do you sometimes find it difficult to consistently approach upcoming tasks or decisions for the next professional and private steps? This course offers the chance to get to know the most important orientation factors for complex life and career planning: your own strengths & values as well as lasting ideas about your own life. It uses concrete exercises on talent analysis, prioritization, values reflection and work-life balance. This workshop summarizes the findings of all exercises in a first draft of a so-called "life statement", with which future decisions about life and career can be made more easily.



Picture of man in front of a board  
(Image: pexels.com)

October 25 – 26, 2023

09:00 – 17:00 hours

Campus Garching | German

Register

### **Controlled by Stress or Stress Under Control?**

A doctoral project is a challenging and sometimes demanding endeavor. Hence, maintaining a good work-life-balance is key and will remain relevant throughout your professional life. Do you feel exhausted and would like to know how to realign and balance your vitality and your personal life with your commitment for your doctoral project? This workshop provides you with an overview of warning signals and critical factors. Case examples and suggestions together with practical exercises and self-reflection help you transfer your newly acquired knowledge. At the end of the workshop you will be able to identify critical pitfalls coming from stress, handle them in a more relaxed and constructive way thus using them for your own benefit.



Picture of a paper and crayon  
(Image: pexels.com)

November 02, 2023

09:00 – 17:00 hours

Campus Garching | English

Register

### Bewerbungsstrategien - Marketing in eigener Sache

The doctorate is coming to an end and scientists are faced with the job search. In this workshop, you will learn about the published and hidden job market. We discuss how to present yourself authentically in the application and especially in the interview. We reflect on digital visibility to support the job search. And besides, we clarify the many typical questions: *What do I have to consider to become visible for recruiters? How do I receive job offers? What do companies expect? What are the differences in working between academia and business/industry? What do I specify in my salary expectations?*, and the many other questions that come from the participants.



Picture of a woman holding a notebook  
(Image: pexels.com)

November 09, 2023

09:00 – 16:00 hours

Online | German

Register

## Courses now open for booking



### Personality & Self-Management

Klarheit im Ausdruck: Stimme, Sprechen, Körpersprache **Soon! Book your spot now!**



October 25 & November 15, 2023 | Campus Garching | German

Mindfulness for Stress Relief

November 2023 (see DocGS for exact dates) | Online | English

Get Resilient!

November 20, 2023 | Campus Garching | English

Produktive Gelassenheit **Registration starts soon!**

November 23 – 24, 2023 | Online | German



## Communication & Methodological Skills

Scientific Writing and Yoga Retreat **Soon! Book your spot now!**

October 18 – 21, 2023 | Campus Garching | English

Eyecatching Posters erstellen

November 08, 2023 | Campus Garching | German

Konstruktive Kommunikation – Verständigung, Konfliktlösung, Kooperation

November 09 – 10, 2023 | Campus Garching | German

Wissenschaftliches Schreiben - mit kreativen Methoden leicht gemacht

November 13 – 14, 2023 | Campus Garching | German

Scientific Paper Writing Basics

November 16 – 17, 2023 | Campus Garching | English

Storytelling mit Daten **Registration starts soon!**

November 23 – 24, 2023 | Campus Garching | German



## Leadership & Responsibility

Lateral Leadership

October 30 – 31, 2023 | Campus Garching | English

Dein New Leadership Mindset

November 09, 2023 | Online | German

Coaching Skills for Academic Leaders

November 13 – 14, 2023 | Online | English



## Entrepreneurship & Startups

All Women - Drive your life! **Registration starts soon!**

November 28, 2023 | Online | English



## Business & Industry

Grundlagenseminar „Betriebswirtschaftslehre in Finanzen und Controlling“ für Promovierende  
**Registration starts soon!**

November 28 – 29, 2023 | Online | German

## Additional offers

Sichtbarkeit und Impact von Forschung (UB-TUM)

September 28, 2023 | TUM Barerstr. 21 (Room S2534) | German

Cite it right (UB-TUM)

October 11, 2023 | Online | English

Zitieren statt Plagieren (UB-TUM)

October 12, 2023 | Online | German

Zitieren für Wissenschaftler:innen (UB-TUM)

October 13, 2023 | Online | German

Kompaktkurs Literaturrecherche für die Dissertation (UB-TUM)

October 26, 2023 | Online | German

English Courses for Staff (TUM Sprachenzentrum)

WiSe 23-24 | Online and on-site | English

Nature Master Class (TUM ForTe)

WiSe 23-24 | Online | English

Postdoc Workshops (TUM ForTe)

WiSe 23-24 | Online and on-site | English

Postdoc101 Talks: Online-Ringvorlesung für Postdotorand:innen (TUM ForTe)

WiSe 23-24 | Online | English

Please do not hesitate to contact us if you have any questions. Also, if you have any ideas for courses, we are always happy to receive your suggestions.

Best regards  
Your team Qualification Program at TUM Graduate School



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