

How to access training from the Researcher Development Centre (RDC)

We are currently trying out a new portal for all researchers which will enable researchers to plan, track and manage their professional development.

To access the site

<https://nuigalwayie.sharepoint.com/sites/SapiensEvaluation/SitePages/etm-learner-modern.aspx>

Step 1. You may need to 'request access' – this can take a few minutes and you will receive an alert (check your junk folder if not in inbox). The site currently reads as 'sapiens evaluation' during this test phase.

Step 2. Review the training on offer (you may also need to change the end date range as the system currently only shows events over 4 weeks – we're working on it)

Step 3. 'ENROL' in the course you wish to attend.

You should receive a confirmation e-mail and notice of the event should go to your outlook calendar.

We are operating a waitlist system too so if courses are fully booked we can see if we need to put on more.

NB: You can cancel a course anytime up to 3 days before the date – however, a cost penalty may apply for late cancellation or non-attendance for externally provided training.