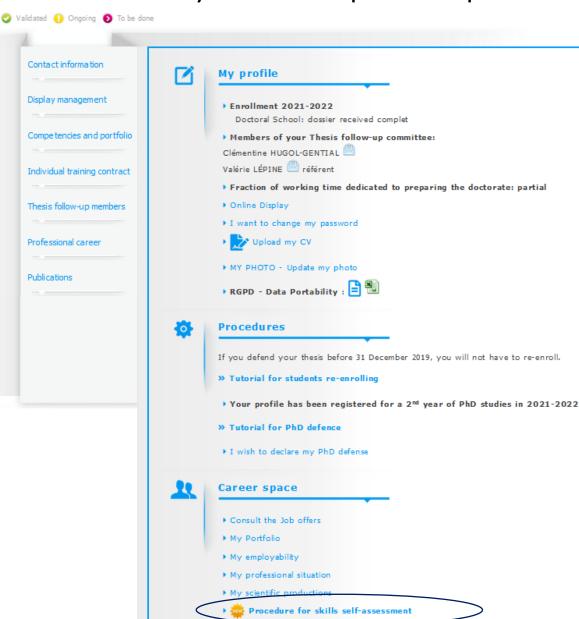
Procedure for RNCP skills selfassessment on ADUM -Tutorial

Access on your Adum private space





Trainings

- ▶ Training courses list
- ▶ Training courses list RNCP Skills 🚹
- > Statement of the undergone training modules
- ▶ Training module
- ▶ Evaluation of the trainings courses I attended
- ▶ Declaration of external training courses



Administrative documents (1)



All documents and infomation required to follow the educational and administrative procedures for enrollment/reenrollment must be downloaded below.

Césure

• Request form for temporary interruption of the thesis

Scolarité

- ▶ Enrolment certificate 2021-2022
- ▶ Enrolment certificate 2020-2021

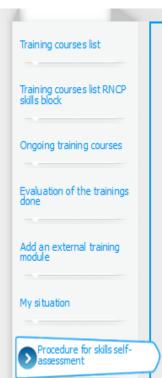
Inscription - Réinscription

- Doctoral Thesis Charter
- Doctoral degree enrollment / re-enrollment
- ▶ Procédure Co-direction non HDR
- ▶ Demande de co-direction non HDR (.docx)
- ▶ Convention individuelle de formation
- ▶ Individual Training Agreement

Soutenance

- ▶ Doctoral defence procedure
- Procédure de soutenance de thèse avec une partie du jury en visioconférence
- ▶ Page de garde

Explanation Page + skills self assessment access



Instructions submitted by your Institution:

Self-assessment of Doctoral competencies

This tool will accompany you throughout your PhD preparation and beyond.

Objectives: it will help you to :

- . Identify and optimize your skills and abilities to enable you to enhance the professional experience that is the PhD;
- · Elaborate and adjust your professional project in a relevant way;
- . Identify and select the training and actions necessary to achieve your objectives within the framework of your career plan;
- . Set accessible work objectives to maintain your motivation.

The tool includes a link to the trainings offer to link them to the acquisition process of doctoral skills.

On the other hand, with the help of the guide made available by your Doctoral School on this tool, it will allow you to estimate your degree of practice and acquisition of each of the listed skills (RNCP skills and softskills), by illustrating them:

- Either by examples of acquisition frameworks from your research training;
- or by examples of other situations and acquisition frameworks complementary to your research experience (training courses, associative or civic commitment, scientific culture actions...).

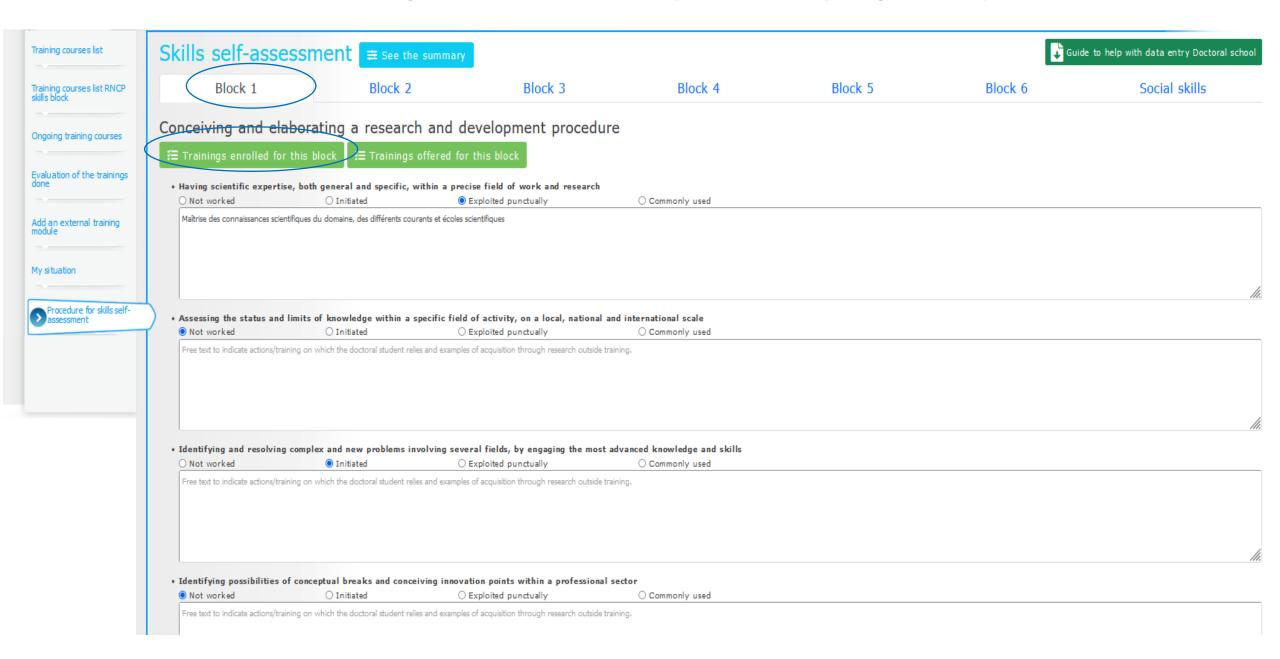
This tool will help you to self-assess your degree of acquisition of the skills listed as specific to the PhD by the RNCP*, by identifying and contextualizing them. This will allow you to put them forward for your future jobs. It is important to position yourself in a dynamic approach.

*RNCP = National Directory of Professional Certification. Since 2019, the PhD degree has been recognised under this National Directory. It includes a set of specific transversal skills expected on the job market (academic or extra-academic) after a doctoral training.

Link provided: https://collegedoctoral.ubfc.fr/carriere/evaluation-des-competences/



Access to the list of training courses attended (or currently registered) for each block

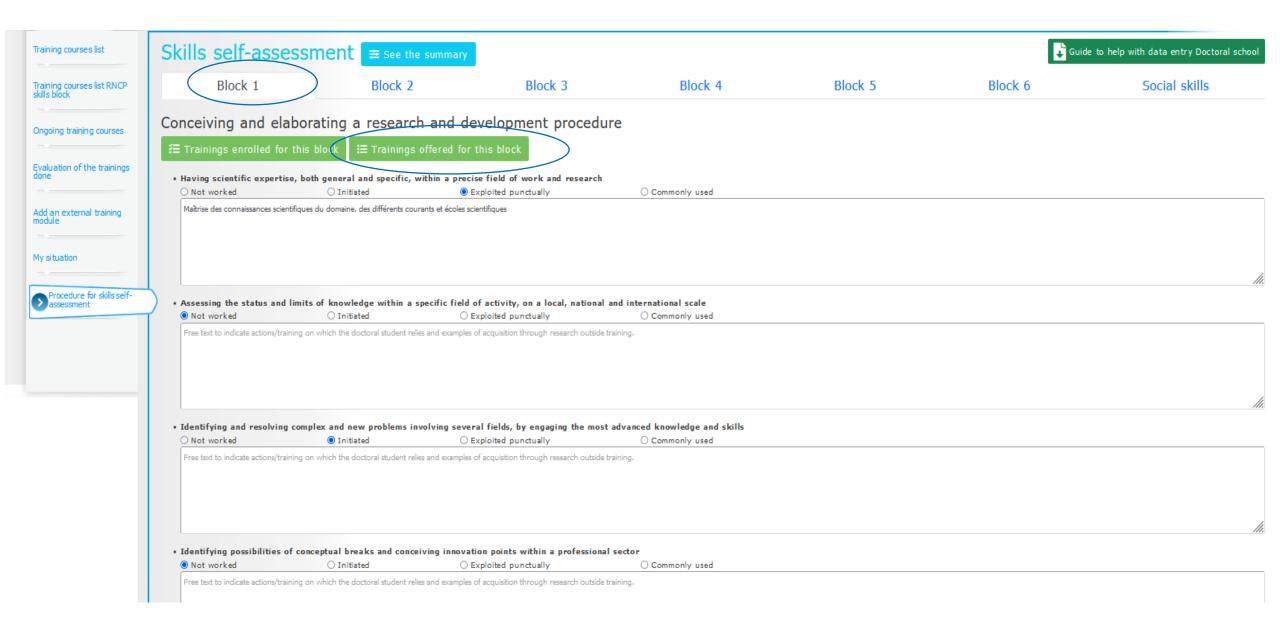


Access to the list of training courses attended (or currently registered) for each block

Training modules I have enrolled in by skill block

Block 1: Conceiving and elaborating a research and development procedure		
Anticiper et construire son parcours professionnel - session 1	21/01/2022 7 houres	Enrollment accepted, registration is being processed
Block 3: Promoting and transferring the results of a R&D, study and prospects, procedure		
Anticiper et construire son parcours professionnel - session 1	21/01/2022 7 houres	Enrollment accepted, registration is being processed
Block 4: Scientific and technological vigil on an international scale		
Expression orale, anglais courant niveau 1	24/03/2022	Enrollment accepted
Speed-dating scientifique : « Apprendre à parler de moi et de ma recherche devant un public*non-spécialiste » (session 1)	01/02/2022	Enrollment accepted
Anticiper et construire son parcours professionnel - session 1	21/01/2022 7 houres	Enrollment accepted, registration is being processed
Block 5: Training and sharing scientific culture		
Expression orale, anglais courant niveau 1	24/03/2022	Enrollment accepted
Speed-dating scientifique : « Apprendre à parler de moi et de ma recherche devant un public non-spécialiste » (session 1)	01/02/2022	Enrollment accepted
Anticiper et construire son parcours professionnel - session 1	21/01/2022 7 houres	Enrollment accepted, registration is being processed
S'affirmer dans ses Prises de Parole Universitaires / Professionnelles : Langage, comportement, image, confiance. Une approche pratique, émotionnelle, corporelle et technique - GROUPE 1	18/02/2021 12 houres	registered
Social skills		
Speed-dating scientifique : « Apprendre à parler de moi et de ma recherche devant un public non-spécialiste » (session 1)	01/02/2022	Enrollment accepted
Anticiper et construire son parcours professionnel - session 1	21/01/2022 7 houres	Enrollment accepted, registration is being processed

Access to the list of training courses offered in the catalogue (doctoral school + transversal) for each block



Access to the list of training courses offered in the catalogue (doctoral school + transversal) for each block

Ongoing training courses

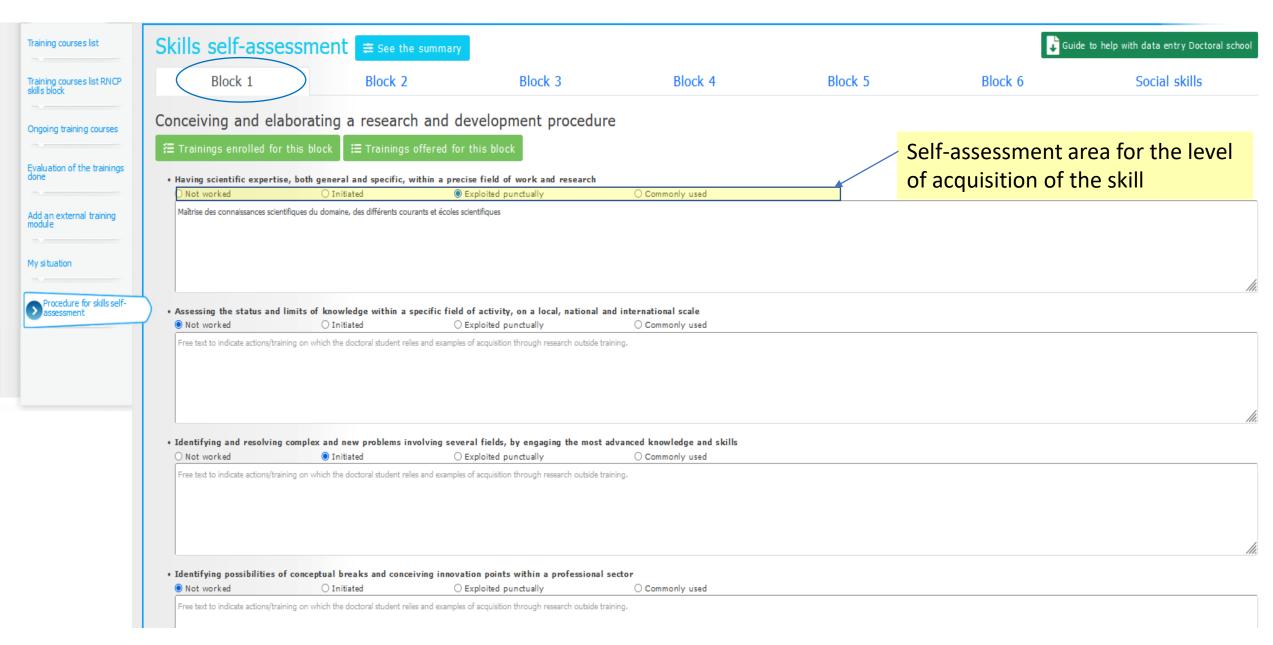
Evaluation of the trainings done

Add an external training module

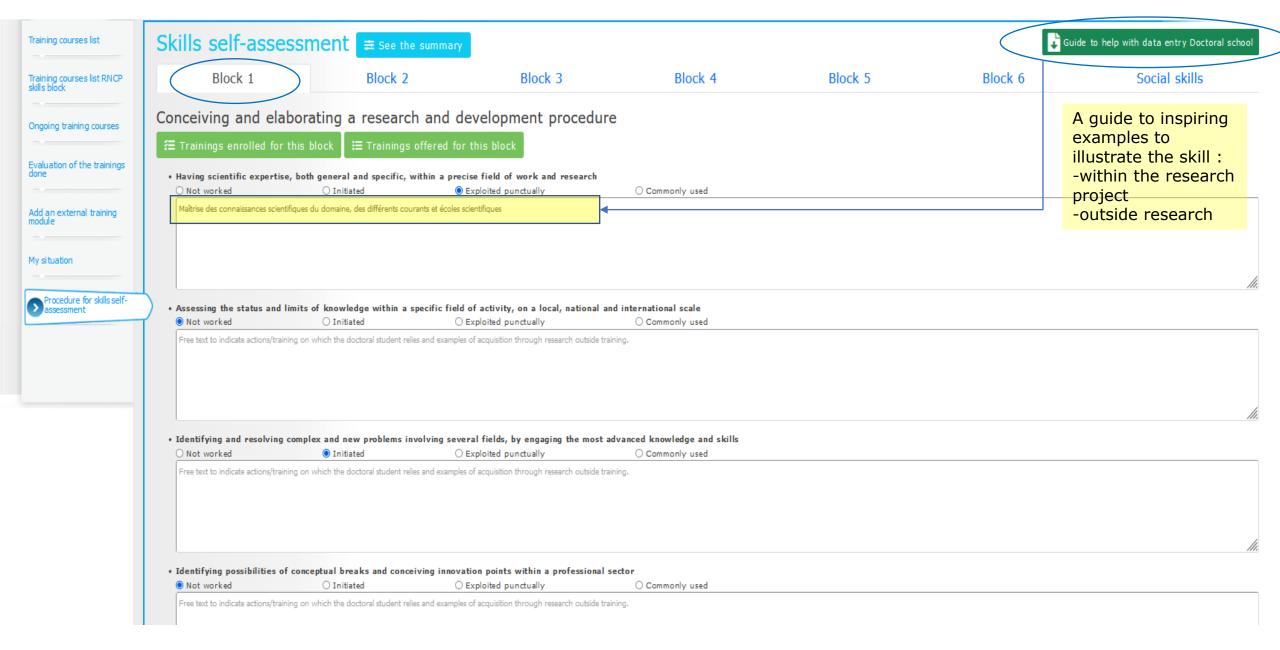
My situation

Procedure for skills selfassessment Conceiving and elaborating a research and development procedure

	City	Person in charge	Offered by	Starting date	State
> CCEET - Climate Change and European Energy Transition	A préciser	Dolorès KAMTCHUENG FOPING	SPIM		Open
> Initiation aux outils de recherche documentaire et bibliographique	Belfort	Emilie FAIVRE	UBFC		Open
> Institutions de la Recherche en France	Belfort	Emilie FAIVRE	UBFC		Open
> Introduction à Linux (3eme session)	Dijon	Morgan POGGIOLI	UBFC		Open
> Organisation et fonctionnement des entreprises	SEVENANS	Emilie FAIVRE	UBFC		Open
> TRIZ & Créativité Technique	Besançon	Emilie FAIVRE	UBFC		Open
> Séminaire CPTC Littératures, arts mineurs, arts Majeurs	Dijon	Morgan POGGIOLI	LECLA	21 octobre 2021	Open
> Séminaire TIL Les lieux de l'intime	Dijon	Morgan POGGIOLI	LECLA	26 novembre 2021	Open
> Séminaire TIL Image et critique	Dijon	Morgan POGGIOLI	LECLA	3 decembre 2021	Open
> The Scientific Publication	Besançon	Emilie FAIVRE	UBFC	24 janvier 2022	On hold
> Séminaire TIL - Le parlementarisme au prisme du modèle de Westminster	Dijon	Morgan POGGIOLI	LECLA	11 fevrier 2022	Open
> DocAdoct - Recherches documentaires en sciences du langage de l'homme et de la société	Besançon	Emilie FAIVRE	UBFC	4 mars 2022	Open
> TENSORS - Engineering of devices: anisotropy of materials and functional properties	Besançon	Dolorès KAMTCHUENG FOPING	SPIM	4 mars 2022	Open
> DocAdoct - Moteurs de recherche spécialisés sur Internet en Sciences et Techniques	Belfort	Emilie FAIVRE	UBFC	7 mars 2022	Open
> Introduction à la démarche qualité	Besançon	Emilie FAIVRE	UBFC	7 mars 2022	Open
> MCTO - Mathematical modelling: cells, tissues, organs	Besançon	Dolorès KAMTCHUENG FOPING	SPIM	15 mars 2022	Open
> Anticiper et construire son parcours professionnel - session 2	Besançon	Emilie FAIVRE	UBFC	1 avril 2022	Open
> Initiation à la consultance et à la recherche contractuelle	Dijon	Morgan POGGIOLI	UBFC	8 avril 2022	Open
> Fondamentaux du Management	Dijon	Morgan POGGIOLI	UBFC	14 avril 2022	Open
> La logique de la Thèse dans son environnement académique	Dijon	Morgan POGGIOLI	UBFC	15 avril 2022	Open
> MAS-PC - Modélisation Agent et Simulation des Phénomènes Complexes	Besançon	Dolorès KAMTCHUENG FOPING	SPIM	21 avril 2022	Open



Access to the guide from your doctoral school to help you to evaluate your skills



The guide from your doctoral school to help you to evaluate your skills

Guide to the identification of RNCP* skills and softskills for UBFC PhD students/graduates from the LECLA doctoral school

You have here a document aimed to help you identify your skills, elaborated by the directors of your doctoral school.

This Excel spreadsheet is intended to:

- 1) Help you to understand the skills expected on the job market after a PhD, and listed in the RNCP, the National Directory of Professional Certification (« RNCP Skills Blocks and Skills » (columns A and B), through a more intelligible reformulation of these skills (column C).
- 2) To help you position and illustrate your own degree of practice and acquisition of each of these RNCP skills, by giving you examples (non-exhaustive) of situations and acquisition frameworks specific to your disciplinary field and to your doctoral school (column D). This column distinguishes:
- · Situations and frameworks of acquisition resulting from your research training
- All other situations and acquisition frameworks complementary to this research experience: training, associative or civic commitment, scientific culture actions, etc.
- Thus, by helping you to fill in your Adum skills portfolio throughout your thesis, this document will not only allow you to adjust your doctoral project and your Individual Training Plan, but also in the longer term to properly identify your potential on the job market to better defend your profile after your PhD.

votes :

- -The training courses included in the training catalogues (transversal or of your doctoral school) that you have followed will automatically be included in your portfolio. On the other hand, do not hesitate to indicate any non-catalogue training or other experience that could be valued to illustrate an increase of skills.
- -Please note: The Adum tool proposed is a tool to help with your professional project and is not intended to be an evaluation document. Moreover, you are not obliged to master all the listed RNCP skills at the end of your PhD.
- -Finally, for your information, a block of specific softskills (not included in the RNCP) has been added to this document.

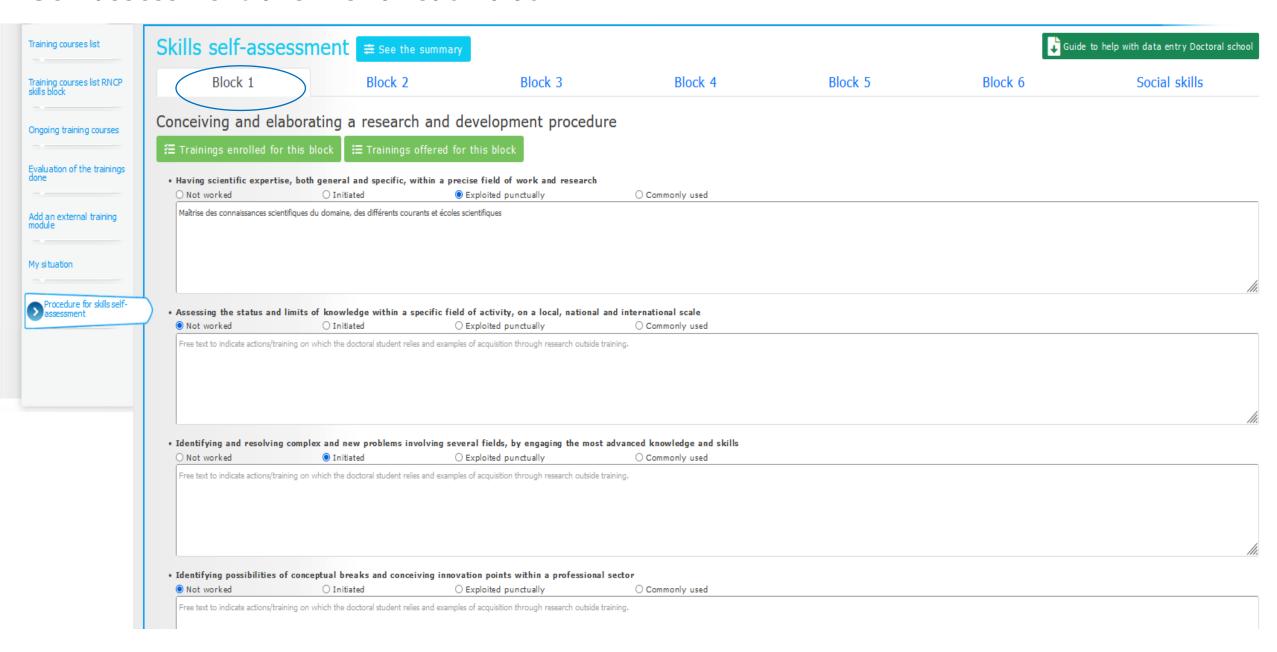
We hope that this guide will help you in your career project.

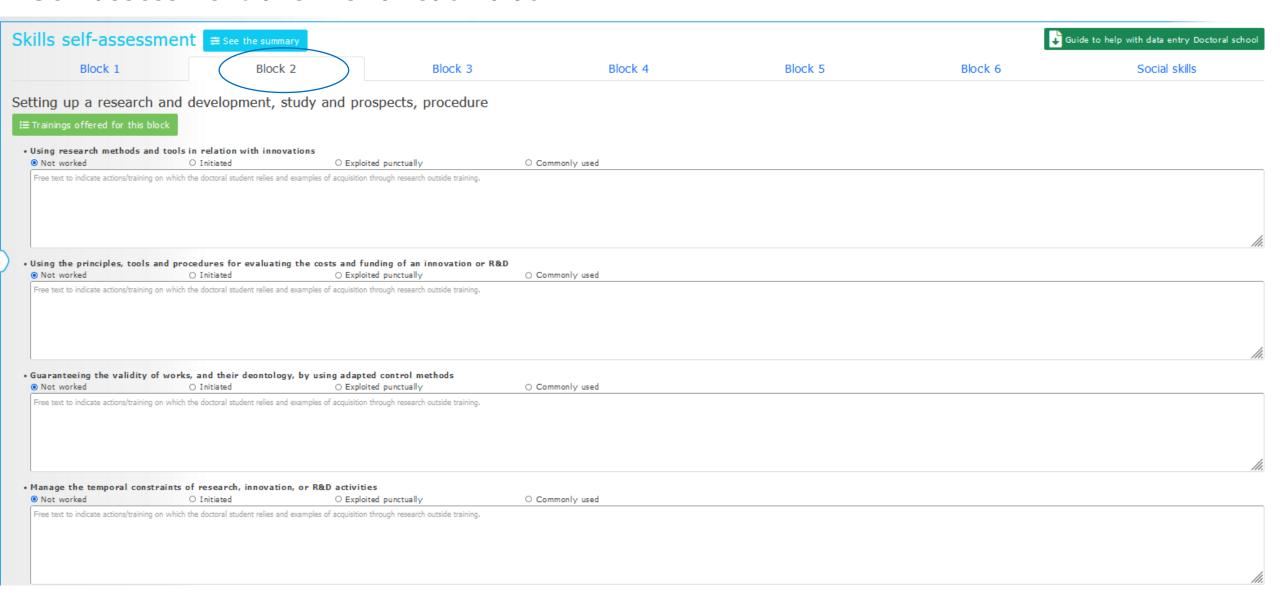
*RNCP = National Directory of Professional Certification. Since 2019, the PhD degree has been recognised under this National Directory. It includes a set of specific transversal skills expected on the job market (academic or extra-academic) after a doctoral training.

RNCP* skills blocks *RNCP: National Directory of Professional Certification	RNCP Skills	Proposal for a reformulation of the RNCP skills by LECLA Doctoral School	Examples of Application and Acquisition Frameworks within the LECLA doctoral School (not exhaustive)
	B1C1 = Having scientific expertise, both general and specific, within a precise field of work and research	Possessing the scientific knowledge of the research area to enable relevant expertise and critical analysis	Training through research: Mastery of the scientific knowledge of the field, of the different scientific schools and currents of thought, of the expected bibliographical and documentary references. Being able to position oneself cleraly and flexibly with regard to the different schools and currents of thought.
			Additional training: Additional or supplementary mastery of a specific field.
	B1C2 = Assessing the status and limits of knowledge within a specific field of activity, on a local, national and international scale	Assessing the state of the art at local, national and international levels by using scientific documentation and review tools	Training through research: ability to carry out a bibliographical study; to know how to extract what is relevant from an article, a book or an oral communication.
			Additional training: Attendance of specific training courses.
			Training through research: Ability to problematise the reflection and to elaborate macroscopic and microscopic structures to respond to a clear
			argumentative project. Give examples from the written thesis.
			Additional training: Attendance of seminars outside the research subject.

The guide from your doctoral school to help you to evaluate your skills

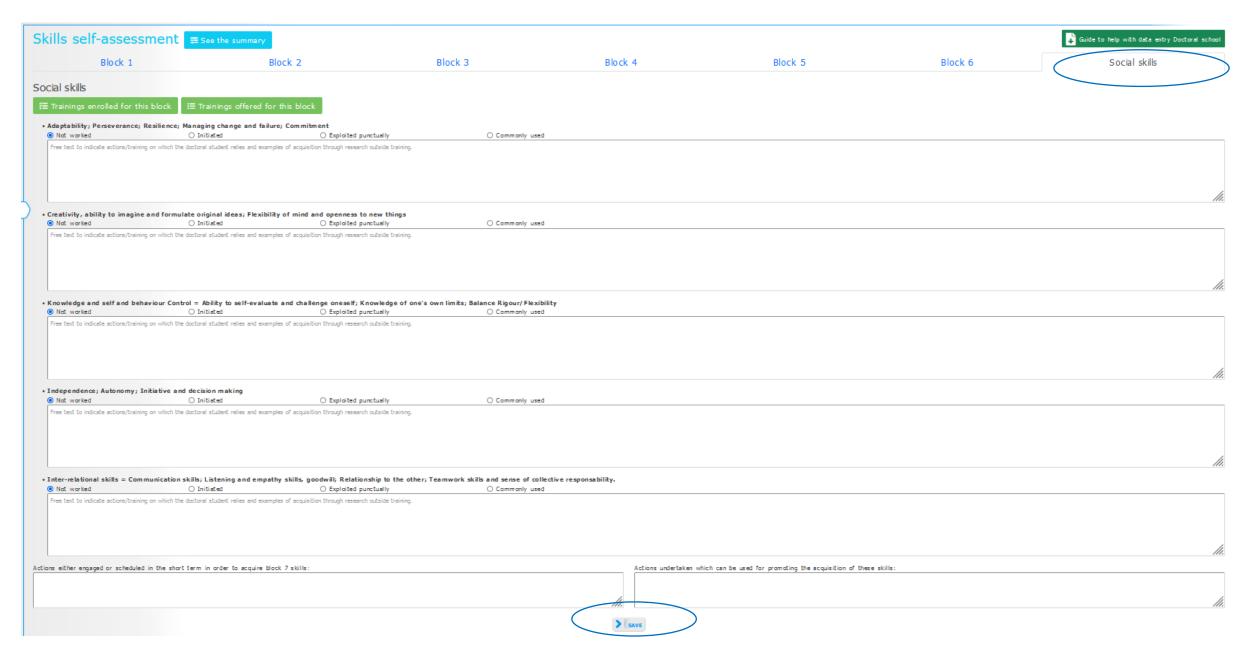
		Fromunig and using within its team the tools, resources and	
Block 6 = B6 Monitoring teams dedicated to R&D, studies and prospects activities	B6C3 = Setting up the necessary procedures to initiate a spirit of entrepreneurship within the team	networks of actors to develop entrepreneurial spirit.	Additional training:
prospects activities	B6C4 = Identifying key resources for a team and	Knowing your team, identifying its resources and needs, in	Training through research: participation in the life of the research laboratory.
	preparing evolutions in terms of training and personal development	order to anticipate and use changes in terms of training and personal development.	Additional training : personal development training
	B6C5 = Evaluating the work of others and of the team regarding projects and goals	Evaluating the work of staff and teams supervised, through indicators defined according to the objectives .	Training through research: Participation in a scientific journal, in the organising committee of scientific events
	regarding projects and goods		Additional training: correction of papers from students exams related to one's own teachings
	B7C1	Adaptation Perseverance Resilience, change and failure Managment	Training through research: knowing how to adapt and reorient one's thesis subject according to the constraints encountered (being able to illustrate with examples from one's own experience).
Block 7 = B7 Rq: Block not included in the RNCP sheet Personal qualities Personal skills Social skills		Engagement	Additional training : Attendance of the training "how to manage stress".
			Training through research : Please provide examples from your research experience
	B7C2	Creativity, ability to imagine and formulate original ideas Flexible and open mind to new things	Additional training: Experimentarium
	B7C3	Self-awareness and self-control = Ability to self-evaluate and challenge oneself Knowledge of one's own limits Balance between rigour and flexibility	Training through research : Please give examples from your own research experience and compare them with others
			Additional training: participate in the doctoral school PhD students forum
	B7C4	Independence Autonomy Initiative and decision making	Training through research: Daring to propose ideas, days, seminars, daring to exist in a team, to take initiatives. Being open to international exchanges (cotutelles, foreign laboratory stays). (Being able to illustrate with examples from your own experience)
			Additional training: What is not expected of you
		Interpersonal skills =	Training through research: Collective work within the framework of the lab activities, the MSH, the doctoral school. (Being able to illustrate



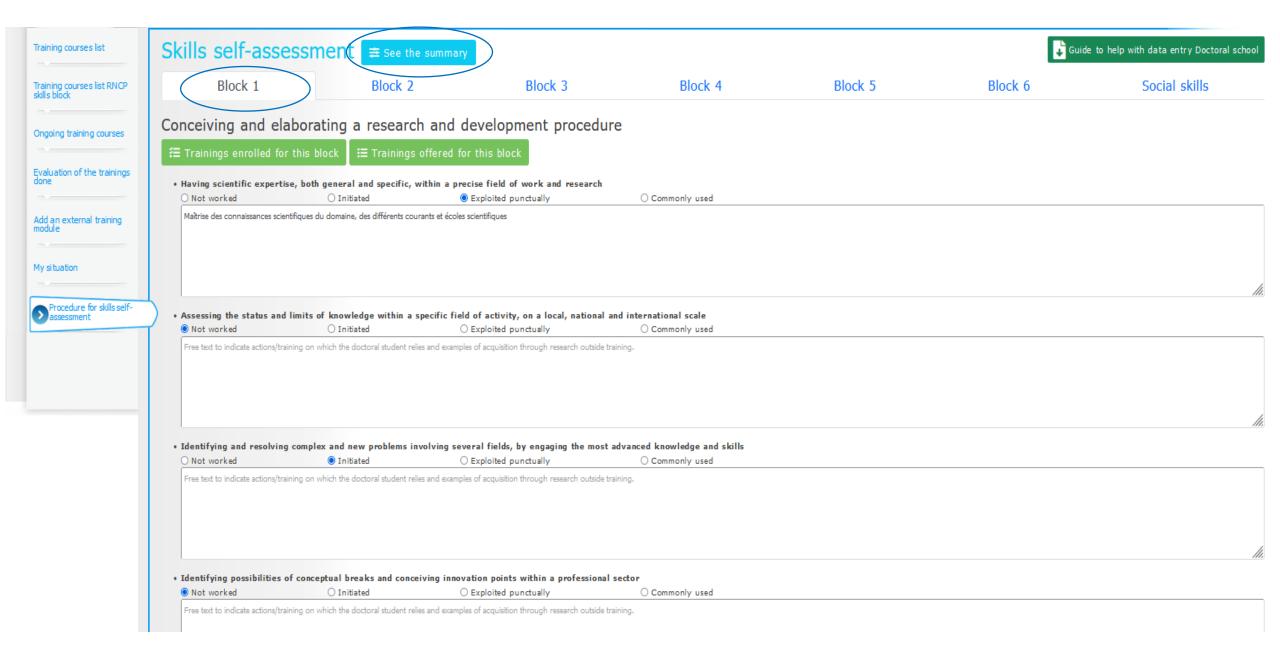


Skills self-assessmen	1t ≢ See the summary					Guide to help with data entry Doctoral sci
Block 1	Block 2	Block 3	Block 4	Block 5	Block 6	Social skills
Not worked		oloited punctually	Commonly used		dded block (abse NCP) = social skil	
Not worked	formulate original ideas; Flexibility of O Initiated O Expands the doctoral student relies and examples of acquisi	oloited punctually	Commonly used			
Knowledge and self and behaviou Not worked	•	_	's own limits; Balance Rigour/Flexibility Commonly used			
Free text to indicate actions/training on which	n the doctoral student relies and examples of acquisi	ion through research outside training.				
Independence; Autonomy; Initiati Not worked		oloited punctually O	Commonly used			
Free text to indicate actions/training on which	n the doctoral student relies and examples of acquisi	ion through research outside training.				

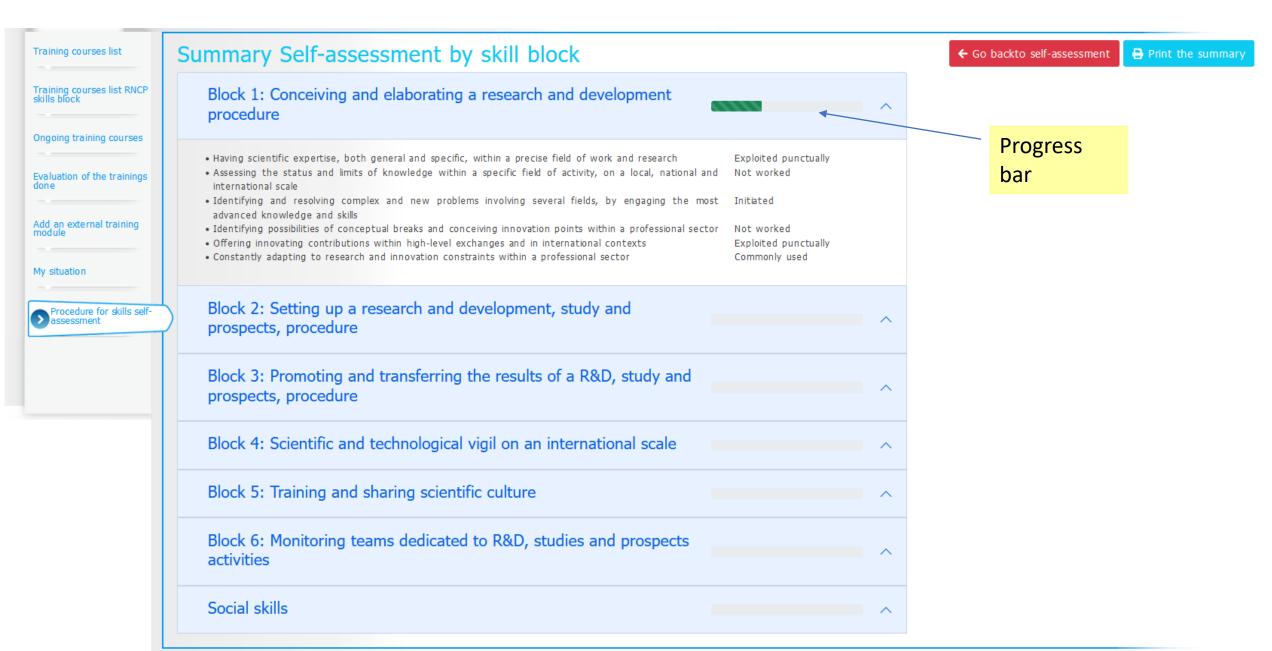
Don't forget to save your entry for each block of skills



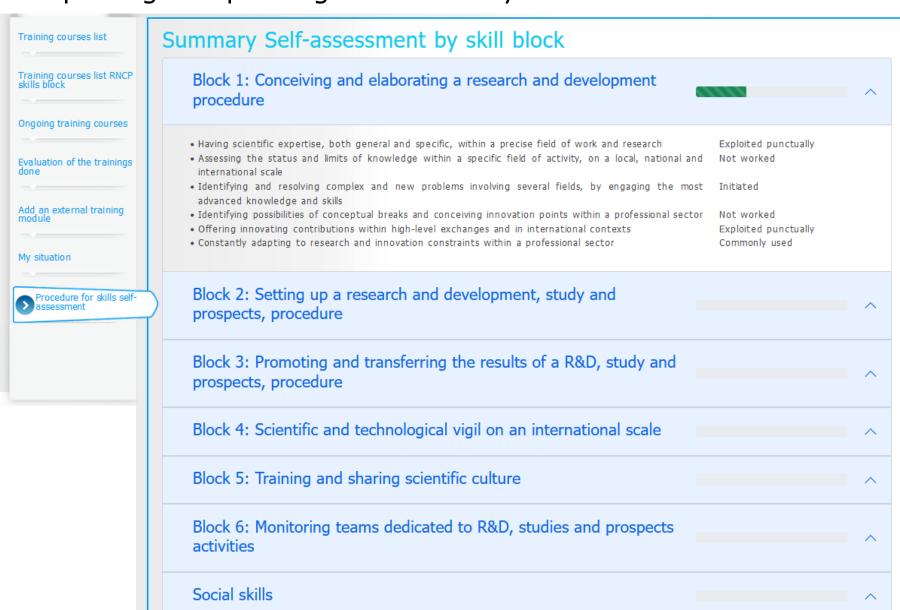
Access to the summary by skills block after saving



Access to the summary by skills block after saving



Exporting and printing the summary



Possibility to export and print

the

summary

Print the summary

← Go backto self-assessment

Exporting and printing the summary

Summary self-assessment by skill block

> Conceiving and elaborating a research and development procedure

Exploited punctually

Not worked

Initiated

Not worked

Having scientific expertise, both general and specific, within a precise field of work and research

Maîtrise des connaissances scientifiques du domaine, des différents courants et écoles scientifiques

Assessing the status and limits of knowledge within a specific field of activity, on a local, national and international scale

Identifying and resolving complex and new problems involving several fields, by engaging the most advanced knowledge and skills

Identifying possibilities of conceptual breaks and conceiving innovation points within a professional sector

Offering innovating contributions within high-level exchanges and in international contexts

Constantly adapting to research and innovation constraints within a professional sector

Exploited punctually

Commonly used

Not worked

Not worked

Not worked

Not worked

> Setting up a research and development, study and prospects, procedure

Using research methods and tools in relation with innovations

Using the principles, tools and procedures for evaluating the costs and funding of an innovation or R&D

Guaranteeing the validity of works, and their deontology, by using adapted control methods

Manage the temporal constraints of research, innovation, or R&D activities

Using engagement, risk management, and autonomy factors necessary to finalizing an innovation, research or R&D project

Not worked

Doctoral school: LECLA

Institution: UBFC

Laboratory: CIMEOS

