



University of Aberdeen: UKRI Résumé for Research and Innovation (R4RI): annotated guidance

BEFORE STARTING TO WRITE

It is important to read all the call guidance. The same four R4RI module headings will need to be completed for each call however guidance on how to draft these will vary between different calls; some require a personal R4RI, others a team R4RI.

HOW TO APPROACH DRAFTING A UKRI RÉSUMÉ FOR RESEARCH AND INNOVATION

Write in a narrative style, in the first person and avoid a CV-style format.

Use active language (led, delivered, managed, developed) to describe your own achievements; when talking about different projects make sure your role is explained clearly.

Every statement should be supported by evidence. Use detail to describe roles and skills. UKRI have identified 'invisible' skills and experiences that are just as relevant to the research process as more 'visible' ones and both can be included.

Showcase the range of skills you and, if relevant, your team have and **how** this will help to deliver the work. You can include individuals' specific achievements but only choose past contributions that **best evidence** their ability to deliver the proposed work.

The R4RI is embedded in the UKRI Funding Service online application in the question below:

Why are you the right individual or team to successfully deliver the proposed work?

UKRI require the following 4 module headings to be used to structure the section:

- contributions to the generation of new ideas, tools, methodologies, or knowledge
- the development of others and maintenance of effective working relationships
- contributions to the wider research and innovation community
- contributions to broader research or innovation users and audiences and towards wider societal benefit

1000 words

An optional 'Additions' section can be added to provide any further details relevant to your application. You should not use it to describe additional skills, experiences or outputs, but any factors that provide context for the rest of your R4RI (for example, details of career breaks if you wish to disclose them).

500 words

Annotated guidance on preparing a UKRI R4RI

Module 1

Contributions to the generation of new ideas, tools, methodologies, or knowledge

Explain **how** you have contributed to the generation of new ideas and hypotheses and which key skills you have acquired from previous projects to develop ideas and test hypotheses.

Highlight **how** you have communicated your ideas and research results, both written and verbally. Include recent and relevant funding and awards you have received.

You can include a small selection of key outputs, with a description of why they are of particular relevance. Outputs can include a wide variety of items from [open data sets](#), software, tools, code, published works, creative works, commercial, entrepreneurial to industrial products, clinical practice developments, educational products, policy publications or policies your research has informed, evidence synthesis pieces, conference publications that you have generated, community standards your work has contributed to and patents, industrial partnerships & research outputs used by industry. Where outputs have a DOI only include this.

For collaborative outputs, the [CRedit model](#) can be used to outline your author contributions.

In this section you can also demonstrate your commitment to Open Research. See: [Open Research: Examples of good practice, and resources across disciplines](#).

Examples from: [University of Glasgow Pilot and Training Course](#):

'As a member of the 'xyz professional body / special interest group', I have contributed to the preparation of policy papers on the topic: (Titles, dates). My publications are first posted as preprints, and we are pioneering good practices in analytical sciences by publishing extensive supplementary information to ensure reproducibility.'

'In my work as an ethnographer, I am interested in, and have researched, the far-sighted design of future artefacts, tools or infrastructures. I generally work in a cross-disciplinary and imaginative way, to synthesise new perspectives and consequently produce novel research. For example... '

'In support of open research, I have developed and shared a MATLAB tool that contains functions and templates to simplify the beam profiling methodology of lasers using XXX and YYY (link to tool). This MATLAB tool has been downloaded XXX times as of [date].'

Module 2

The development of others and maintenance of effective working relationships

Highlight **how** you have developed others, as a team member or a team leader, explain **how** your input has been critical to the success of a team or team members.

Think about examples from your collaborations (maybe interdisciplinary, within or outside of the University of Aberdeen nationally or internationally), teaching activities, workshops, summer schools and the supervision of students and colleagues.

You could include examples from mentoring and support you provided to the advancement of colleagues, junior, senior or peers.

Examples of effective working relationships and collegiality can include how active involvement in EDI networks such as, Athena SWAN activities has helped to support others.

Use a select examples in this module to explain **how**:

- your teaching/supervision of students contributed to their development (specifically, what did your teaching/ supervision/mentoring role consist of, what did you do?); include success stories of those you've managed or mentored;
- you have been involved in setting up research teams, such as collaborations and networks within or beyond your institute/organisation;
- your role as a team leader shaped the team's, or an organisation's, direction, organisation and strategy.

Examples from: [University of Glasgow Pilot and Training Course:](#)

'Throughout my postdoctoral career, I have taken on leadership responsibility within the labs I have worked in, informally at first at the University of x, by providing pastoral support, mediating conflict and training new lab members. I also assisted faculty in selecting winners of the PhD Prize for three years running. In 2012, I organised an event at which final year PhD students could present their results, which later became the annual departmental conference. Later, at x institution, I developed a comprehensive Lab Manual for my group, which covered everything from safety to guidance on the accurate and complete publication of research data. I also managed the opening of a new lab space and ran seminars for the organic-minded group on inorganic techniques and fundamentals.'

'Since 20XX, I have supervised two undergraduate Physics students in their final year projects. I also provided support for their dissertation writing and evaluation, on their experimental designs and their PhD applications.'

Module 3

Contributions to the wider research and innovation community

Include various activities you have engaged in to progress the research and innovation community. For example, editing, reviewing, refereeing, committee work and your contributions to the evaluation of researchers and research projects, contributions to events, seminars, conferences (nationally and internationally) that have benefited your research community.

Highlight contributions to increasing research integrity and improving research and innovation culture and inclusivity (gender equality, diversity, mobility of people in research and innovation, reward and recognition of people in R&I's various activities).

Consider positions of responsibility such as committee membership and corporate roles within your department, institution or organisation, and recognition by invitation within your sector or any relevant voluntary roles.

Example text from: [University of Glasgow Pilot and Training Course:](#)

"I am an active member of the 'insert professional body' and I have been an active STEM Ambassador since 2016. I have reviewed for a range of life science and biomedical journals, including x, y and Z. I am currently a Guest Associate Editor of the xxx. I have been invited to be the external examiner of two international PhD vivas (Place, date), as well as one of the expert evaluators of another two (Place, date). I was also the first to establish, within my group, a partnership with national charities with the idea of developing a tool that will allow the public to understand xyz"

Module 4

Contributions to broader research/innovation-users and audiences and towards wider societal benefit

Include examples of societal engagement and knowledge exchange. This section can be used to mention engagement with the public sector, clients and the broader public, industry and the private sector.

You could provide evidence by highlighting positive stakeholder feedback, inclusion of patients in processes and clinical trials, and other impacts across research, policy, practice and business.

You may have evidence from involvement in industrial partnerships and involvement with technology transfer. Highlight any examples of how you may have advised policymakers at local, national or international level and provided information through the press, such as The Conversation and on social media.

You could include evidence of your involvement in a range of University of Aberdeen Public Engagement Activities such as Techfest, Café Med and Café Scientific national and international research festivals – PERU webpages [here](#) and impact resources and tips on making your research discoverable and visible.

Additions

This section can be used to mention career breaks, secondments, volunteering, part-time work and other relevant experience (including time spent in different sectors) that might have affected your work in research and innovation.

This document was developed using information from the following sources:

The Royal Society Résumé for Research guidance: <https://royalsociety.org/topics-policy/projects/research-culture/tools-for-support/resume-for-researchers/>

UKRI Résumé for Research and Innovation guidance: <https://www.ukri.org/apply-for-funding/before-you-apply/resume-for-research-and-innovation-r4ri-guidance>

University of Glasgow pilot and training narrative CV course: https://rise.articulate.com/share/NyPk_PNIENdfRS5R5catqqiJzs3woS3Y#/

University of Surrey guidance for narrative CVs: <https://www.surrey.ac.uk/library/open-research/resume-researchers-and-innovation-narrative-cv-approach>